

**BOARD OF LIBRARY DIRECTORS  
AURORA (ILLINOIS) PUBLIC LIBRARY**

**March 27, 2019**

**CALL TO ORDER:** at 6:00 p.m.

Present: Trustees Dee Basile, Jeffry Butler, Avis Miller, John Savage, Eva Serrano, Andrew Smith.

Absent: Joe Filapek, Archie Needam, Melinda Riddick

Also present were Executive Director Michaela Haberkern, Foundation Manager Laura Stoney, Senior Administration Manager Kathleen Fennell, Communications Manager Miriam Meza, Director of Neighborhood Services Heather Sturm, Human Resources Manager Brenda Blough, Administrative Assistant Kim Gautschi

**ADDITIONS/CHANGES TO THE AGENDA:** None

**MINUTES OF FEBRUARY 20, 2019 BOARD MEETING:**

Andrew Smith moved, seconded by Avis Miller to approve the minutes of the February 20, 2019 board meeting. The board approved the minutes of the February 20, 2019 as written.

Yes: Basile, Butler, Miller, Savage, Serrano, Smith

No: None

Abstain: none

Absent: Filapek, Needam, Riddick

Motion Carried

**BOARD MEETING 2-20-19 MINUTES APPROVED**

**STAFF REPORTS:**

Executive Director: Michaela Haberkern reported we received notice our Per Capita Grant application was fully funded for \$247,373.75. We are actively searching for candidates to fill the Deputy Director and West Branch Manager positions. The next West Branch Think Tank Meeting is April 16. The priorities the Think Tank has put forth are hours, coffee bar and programs. After the April meeting we will have a break in Think Tank meetings in the next few months as we get the larger community involved. The bookmobile has been off road recently for maintenance and repairs as well as spring break. It will be back on the road April 1. The amount of maintenance and repairs the bookmobile has encountered in 2018 and year-to-date 2019 underscores the urgency to start looking at funding for a new bookmobile.

Foundation: Laura Stoney advised the Foundation is moving forward on fund raising ideas for the new bookmobile. The case for support is almost complete and a feasibility study to be released in May will show us how to move forward. The Library and Foundation partnered with Hased House to host a private premiere screening of *The Public*, a movie about homeless customers at a public library. The evening ended with the Director, Emilio Estevez and Director of Hased House, Ryan Dowd, answering questions from the audience. The Wilkinson Family Event is coming up on July 13. Other fundraising events for the Bookmobile are the family event BBQ Luau on August 24 and a Magical Reception and Auction on December 7.

Facilities: Kathleen Fennell reported one of three roof top ac units at Santori blew over in the recent high winds. The roof membrane ripped and has been repaired. Due to the extreme cold, galvanized paint peeled off at Eola Road Branch and we will have it repainted. West Branch, in conjunction with ComEd's Energy Efficiency program, will participate in network lighting controls, an incentive to control the timing of lights to come on and off and use high efficiency lighting. This will provide additional savings and we will receive an analysis later in the year. A reminder to all trustees that the Kane County Government Economic Interest Statements are due May 1.

**CORRESPONDENCE:** None

**PUBLIC COMMENTS:** Four community members addressed the Board.

**FORMER BUSINESS:** None

**NEW BUSINESS:**

Approval of February - March Bills

Andrew Smith moved, seconded by Jeffry Butler, to approve the monthly expenditures as listed on the Authorization Sheet for the period February 21, 2019 to March 27, 2019 in the amount of \$1,043,351.12

Roll call on motion:

Yes: Basile, Butler, Miller, Savage, Serrano, Smith

No: None

Abstain: none

Absent: Filapek, Needam, Riddick

Motion Carried

**PAYMENT OF BILLS 1-21-19 TO 3-27-19 APPROVED**

Questions on Bills:

1. Advantage Archives; Annual Microfilm Subscription \$3,780 – This is for the Beacon News. It is a year's subscription.
2. Grainger; Do Not Enter Sign \$110.91– This is for Stop sign and Do Not Enter sign replacement at the end of Jenkins Way.

3. Midwest Tape; Hoopla Digital Download \$4,294.51. What is the period for this subscription? This is a monthly fee and is a pay per use platform. We get between 2,500-3,000 uses per month.
4. Ross Mechanical \$469.75: Repair frozen water pipes in story room at Eola Branch.
5. Baker and Taylor Book Lease of \$26,566, \$16,906 and \$4,830: This is our annual renewal of leased books, which gives us additional copies of bestsellers. We lease about 125 books per month. The costs are for all three locations respectively.
6. Chase Visa Card \$1,378 program supplies for 1,000 books: Used for program supplies for our 1,000 Books Before Kindergarten initiative.
7. Chase Visa Card \$435 for Trustee Forum: Trustees Dee Basile and Avis Miller along with Michaela Haberkern attended the forum, which was an all-day program with a mock board meeting and an attorney question & answer session. All three found the workshop to be beneficial.

#### Committee Appointments

Our board by-laws state the Board President will appoint trustees to committees. Notice of this year's committees are:

Policy and Personnel: Chair Andrew Smith with members Archie Needam, Eva Serrano and Melinda Riddick. Staff will include Michaela Haberkern, Heather Sturm and Brenda Blough.

Finance: Chair Jeffry Butler with members Joe Filapek and Andrew Smith. Staff will include Michaela Haberkern and Kathleen Fennell.

Building and Grounds: Chair John Savage with members Avis Miller, Andrew Smith, Dee Basile and Jeff Butler. Staff will include Michaela Haberkern and Heather Sturm.

Per the by-laws, the Board President is a member of each committee.

EXECUTIVE SESSION: Andrew Smith moved, seconded by Dee Basile, to adjourn to Executive Session at 6:25 p.m. to discuss the appointment, compensation, discipline, performance, or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1) and the minutes of meetings lawfully closed under the Open Meetings Act (5 ILCS120/2(c)(21))

Roll call on motion:

Yes: Basile, Butler, Miller, Savage, Serrano, Smith

No: none

Abstain: none

Absent: Filapek, Needam, Riddick

All in favor

Motion carried

**APPROVED EXECUTIVE SESSION**

On a motion by Dee Basile, seconded by Avis Miller, the board voted unanimously by roll call to adjourn executive session at 6:37 p.m.

On a motion by Dee Basile, seconded by Avis Miller, the board voted unanimously by roll call to return to open session at 6:38pm.

On a motion by Jeffry Butler seconded by Dee Basile, the board voted unanimously to approve the minutes of the January 22, 2019 executive session as amended.

Roll call on motion:

All in favor

Motion carried

**MINUTES OF THE JANUARY 22, 2019 EXECUTIVE SESSION APPROVED**

On a motion by Jeffry Butler, seconded by Dee Basile, the board voted unanimously by roll call to release for public inspection parts of the executive session minutes of January 22, 2019. For reasons of privacy or protection of the public interest, the need for confidentiality still exists as to parts of those executive session minutes, and such parts shall be kept confidential at this time.

Roll call on motion:

Yes: Basile, Butler, Miller, Savage, Serrano, Smith

No: none

Abstain: none

Absent: Filapek, Needam, Riddick

All in favor

Motion carried

**RELEASE OF PARTS OF THE JANUARY 22, 2019 EXECUTIVE SESSION MEETING  
MINUTES APPROVED**

**ADJOURNMENT**

On a motion by Eva Serrano, seconded by Avis Miller the board voted unanimously to adjourn at 6:39 p.m.

All in favor.

Motion carried.

**ADJOURNMENT**

**CERTIFIED TO BE A TRUE COPY**

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Secretary, Board of Directors