

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

JULY 22, 2020

In accordance with the Government Emergency Administration Act (PA 100-0640) the Aurora Public Library District Board of Directors finds that an in-person meeting is not practical or prudent and will hold a virtual meeting to perform essential business. At least one member of the public body or the Chief Administrator Officer or the Chief Legal Officer must be physically present at the meeting place unless it is not feasible because of that disaster. Michaela Haberkern is present at the library. The library is partially open today, so it is feasible for her to be there. The meeting will be recorded and will be available on the library's website for 30 days and will be archived in our Administrative Offices thereafter. The meeting was held via Zoom and viewable on the library's Facebook page.

CALL TO ORDER: at 6:03 p.m.

Present: Trustees Dee Nila Basile Jeffry Butler, Joe Filapek, Melinda Riddick, Eva Serrano, Andrew Smith

Absent: John Savage

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Director of Neighborhood Services Heather Sturm, Senior Manager of Administration Kathleen Fennell, Human Resources Manager Brenda Blough, Communication Manager Miriam Meza-Gotto, Attorney Roger Ritzman, Administrative Assistant Kim Gautschi

Vice-President Joe Filapek stated in accordance with the Government Emergency Administrative Act PA100-0640, The Aurora Public Library Board of Directors find an in-person meeting is not practical or prudent because of the ongoing public health emergency and believes it is in our best interest to hold a virtual meeting to perform essential business.

ADDITIONS/CHANGES TO THE AGENDA: In executive session, we shall discuss the minutes to our previous two executive sessions, and they should be added to the agenda and read aloud before we adjourn to executive session.

MINUTES OF JUNE 24, 2020 BOARD MEETING:

Jeffry Butler moved, seconded by Eva Serrano, to approve the minutes of the June 24, 2020 board meeting.

Yes: Basile, Butler, Filapek, Riddick, Serrano

No: None

Abstain: None

Absent: Savage, Smith

Motion Carried

BOARD MEETING 6-24-20 MINUTES APPROVED

STAFF REPORTS:

Executive Director Michaela Haberkern highlighted Equity, Diversity, and Inclusion efforts ongoing at the library. Several staff expressed interest in working on a new strategic plan pillar after last month’s board meeting. Staff are moving forward with public programs, book lists, discussion reading groups, and working with community partners to restart Study Circles. One department head attended a virtual symposium headed by the Denver Public Library called *Advancing Racial Equity and Inclusion in the Workplace*. This is freely available now on YouTube and we are going to encourage department level discussion and have our management team go through those sessions as well. We will have sessions at our annual staff day on the topic. Jeff Butler requested Michaela send a link to the virtual symposium to the board members.

Deputy Director Tom Spicer and Director of Neighborhood Services Heather Sturm gave an update on our new public service, Browse and Go, as well as an update on other services.

Miriam Meza-Gotto introduced the new newsletter format.

It was noted for the record Andrew Smith joined the meeting at 6:30 p.m.

Public Comments: None

NEW BUSINESS:

Approval of June-July Bills

Andrew Smith moved, seconded by Delia Nila Basile to approve the monthly expenditures as listed on the Authorization Sheet for the period June 25, 2020 to July 22, 2020 in the amount of \$750,458.30.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Motion Carried

PAYMENT OF BILLS 6-25-20 TO 7-22-20 APPROVED

2019 Audit

The Finance Committee discussed the 2019 Audit performed by Sikich at their July 14 meeting and recommends that the full board approve and accept the 2019 Audit.

Eva Serrano moved, seconded by Joe Filapek to approve and accept the 2019 Audit.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Motion Carried

2019 AUDIT APPROVED

Library District Q & A

Attorney Roger Ritzman was in attendance to advise the board on library district matters. He reviewed the 2020-21 Tentative Budget and Appropriations Ordinance before the board for approval and discussed the public hearing and publication requirements for the B&A. Roger also reviewed a calendar of legal filings and financial deadlines that library districts must follow.

Election of Library Trustees: Roger also reviewed for the board the election process for library trustees. Beginning next April, Aurora Public Library District trustees will be elected. They are elected at-large. The entire district votes on candidates on the ballot. The voting pool for library trustees is the entire population of the city. The process of getting on the ballot is circulating a petition and obtaining 50 valid signatures of voters. A candidate circulates these petitions and files them with the Library Board Secretary. The Library Secretary certifies the candidates who submitted petitions with the Kane County Clerk, and then the candidates are placed on the ballot. At the first election, the staggered term provision provides trustees shall be determined by lot with 2 trustees serving 2 years, 2 trustees serving 4 years and 3 trustees serving six years. Thereafter, there is an election every two years.

2020-21 Budget and Appropriations Ordinance

Jeffry Butler moved, seconded by Eva Serrano to approve the 2020-2021 Tentative Budget and Appropriations Ordinance.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Motion Carried

2020-21 BUDGET AND APPROPRIATIONS ORDINANCE IN TENTATIVE FORM APPROVED

REVENUE UPDATE

Michaela reported to the board that as of 7/20/20, revenues are at 51% of expected overall for this year. We are in a better position than last year at this time. Given the current state of the economy, we will continue to monitor.

ADJOURNMENT TO EXECUTIVE SESSION

Jeffry Butler moved, seconded by Delia Nila Basile, to adjourn to Executive Session at 7:15 p.m. to discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees (5 ILCS 120/2 (c) (2)) and to discuss minutes of meetings lawfully closed under the Act (5 ILCS 120/2 (c) (21))

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None
Absent: Savage
Motion Carried

ADJOURNMENT TO EXECUTIVE SESSION APPROVED

ADJOURNMENT OF EXECUTIVE SESSION

Delia Nila Basile moved, seconded by Melinda Riddick, to leave Executive Session at 7:50 p.m.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Motion Carried

ADJOURNMENT OF EXECUTIVE SESSION APPROVED

RETURN TO OPEN SESSION

Joe Filapek moved, seconded by Delia Nila Basile, to return to Open Session at 7:51 p.m.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Motion Carried

MOTION TO RETURN TO OPEN SESSION APPROVED

MINUTES OF JUNE 24, 2020 EXECUTIVE SESSION

Delia Nila Basile moved, seconded by Joe Filapek to approve the minutes of the June 24, 2020 executive session meeting of the board of directors.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Motion Carried

EXECUTIVE SESSION 6/24/20 MINUTES APPROVED

MINUTES OF FEBRUARY 19, 2020 EXECUTIVE SESSION

Melinda Riddick moved, seconded by Delia Nila Basile to approve the minutes of the February 29, 2020 executive session meeting of the board of directors.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Motion Carried

EXECUTIVE SESSION 2/19/20 MINUTES APPROVED

ADJOURNMENT

Delia Nila Basile moved, seconded by Eva Serrano, the board voted unanimously to adjourn at 7:53 p.m.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Motion carried.

ADJOURNMENT

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Secretary, Board of Directors

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