

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

June 8, 2011

CALL TO ORDER: at 7:00 p.m.

Present: Trustees Jeffry Butler, Richard Hawks, Walt Meinert, Jeffrey Redding, John Savage, Anthony Stanford, Norma Vazquez and Jill Wold

Absent: Trustees Norma Gobert

Also present are Library Director Eva Luckinbill, Main Library Coordinator Elizabeth Bumgarner, Business Manager Kathleen Fennell, Public Information Manager Amy Roth, and Administrative Assistant Nicoletta Palmeri

ADDITIONS TO AGENDA:

Under Advocacy (Community Support) Bonnie Tilton Sebby, Special Projects Librarian will provide a brief synopsis of the first Citizens Advisory Group meeting held on Monday, June 6, 2011.

MINUTES OF THE PREVIOUS MEETING:

Mr. Hawks moved, seconded by Ms. Wold, to approve the minutes of the May 11, 2011 meeting as written.

All in favor.

Motion carried.

MINUTES APPROVED

COMMUNICATIONS

Mrs. Luckinbill passed around the communications folder and the May 2011 publicity “news clippings” information binder collected by Amy Roth. Additional communication pieces are covered in the Director’s Report.

COMMITTEE REPORTS

Finance

Mr. Hawks moved, seconded by Mr. Meinert to approve the Aurora Public Library monthly expenditures as listed on the Authorization Sheet for the period May 12, 2011 through June 8, 2011 in the amount of \$914,209.03.

Trustee John Savage arrived at 7:07 p.m.

Roll call on motion:

Yes: Butler, Hawks, Meinert, Redding, Savage, Stanford, Wold

No: none

Absent: Trustees Gobert and Vazquez

Abstained: none

Motion carried.

Mrs. Luckinbill requested the Board to approve participating in the Joint Purchasing Program administered by the Illinois Department of Central Management Services.

Mr. Hawks moved, seconded by Mr. Savage to approve the Joint Purchasing Act Participation Resolution.

All in favor.

Motion carried.

APPROVAL OF JOB PURCHASING ACT PARTICIPATION RESOLUTION

Trustee Norma Vazquez arrived at 7:12 p.m.

Mrs. Luckinbill and Mrs. Fennell are scheduled to attend the City of Aurora budget meeting on Thursday, June 9, 2011.

Building & Grounds

No committee report.

Mr. Savage requested to move forward with the approval of R.C. Wegman Construction Company's contract for construction management services. The fee schedule from concept to completion consists of Preconstruction \$60,000.00, General Conditions \$1,140,800.00 and Materials/Temporary Facilities/Services \$193,230.00 for a total of \$1,394,300.00.

Mr. Redding moved, seconded by Mr. Meinert to approve the R.C. Wegman Construction Company's construction management services contract in the amount of \$1,394,300.00.

Roll call on motion:

Yes: Butler, Hawks, Meinert, Redding, Savage, Stanford, Wold, Vazquez

No: none

Absent: Trustee Gobert

Abstained: none

Motion carried.

APPROVAL OF RC WEGMAN CONSTRUCTION COMPANY CONTRACT

Mr. Savage requested to move forward with the approval of Schoppe Design Associates, Inc. contract for landscaping design services. Compensation and payment schedule consists of Aurora Public Library Lot \$39,500.00, West Parking Lot \$16,300.00, Southwest Parking Lot \$16,300.00, Green Roof \$9,000.00, Rezoning Services \$4,500.00, LEED Certification \$4,700.00 and Contract Administration Phase \$15,500.00 for a total of \$97,000.00 (if all options are taken).

Mr. Savage moved, seconded by Mr. Hawks to approve the Schoppe Design Associates, Inc.'s landscaping design contract in the amount of up to \$97,000.00.

Roll call on motion:

Yes: Butler, Hawks, Meinert, Redding, Savage, Stanford, Wold, Vazquez

No: none

Absent: Trustee Gobert

Abstained: none

Motion carried.

APPROVAL OF SCHOPPE DESIGN ASSOCIATES, INC. CONTRACT

Mrs. Luckinbill noted that a meeting will be held on June 22, 2011 at 9:00 a.m. with Cordogan, Clark & Associates and R.C. Wegman to discuss preliminary costs for LEED Certification, material costs, and initial schematics. Monthly follow-up meetings will be scheduled with the core design group.

The Lake Street property has been seeded. Tree limbs and trunks have been removed and disposed of for a cost of \$150.00 from the library property (parking lot) at Cross and Middle Avenue Street. The final inspection of the property is scheduled for June 14, 2011 stated Mrs. Luckinbill.

The Request for Qualifications (RFQ) for Interior Design Services will be advertised within the next month stated Mrs. Luckinbill.

Technology

No committee report.

The Website redesign by Weblinx is scheduled for implementation on July 1, 2011 stated Amy Roth.

As the new Main Library project continues, Mrs. Luckinbill is considering one email address for the board to access to review community comments.

Mrs. Luckinbill stated that a Request for Qualifications (RFQ) for Technology Consultant services will be going out for VOIP telephones.

Advocacy (Community Support)

No committee report.

Bonnie Seby facilitated the first Citizens Advisory Board meeting on Monday, June 8, 2011. There were twenty community members in attendance for the initial meeting. Smaller groups were formed and provided with various topics and questions for discussion. The group reconvened and shared ideas and concepts regarding the plans for the new Main Library building project. Overall, it was a very positive meeting with a lot of excitement from the group. They are looking forward to the next meeting, tentatively scheduled for August with hopes of reviewing preliminary architecture drawings. Notes were documented and distributed to the board for review.

Library & Personnel
No committee report.

Nicoletta Palmeri was approved as a Notary Public.

EXECUTIVE SESSION

None

DIRECTOR'S REPORT

The Aurora Regional Chamber of Commerce is sponsoring the 2nd Annual Putt Putt Progressive event on Thursday, July 14th, 2011 from 3:00 p.m. - 7:00 p.m. The library will participate.

There were a total of 97,444 visitors at the library with over 113,000 items circulated during the month of May.

Mrs. Luckinbill reminded the Board that two new library systems have emerged from the consolidation of the Alliance, DuPage, Metropolitan, North Suburban and Prairie area Library Systems into Reaching Across Illinois Library System (RAILS) and the merger of the Lewis & Clark, Lincoln Trail, Rolling Prairie and Shawnee Library Systems into Illinois Heartland Library System (IHLS).

Mr. Butler asked Mrs. Luckinbill to provide the Board members via email with a timeline and growth of the library's history from 1998-2010.

Mr. Stanford and Ms. Vazquez received a copy of the by-laws to review. They will begin their review with the board election procedures.

Mrs. Luckinbill contacted Bobby Holzwarth, labor attorney, for her availability for upcoming collective bargaining agreement negotiations. The current contract expires December 31, 2011.

FORMER BUSINESS

None

NEW BUSINESS

Ms. Russe stated preliminary conversations with the community and staff for the case support for the Capital Campaign will begin on June 15, 2011 with Jerold Panas, Linzy & Partners, Inc.

ADJOURNMENT:

Mr. Redding moved, seconded by Mr. Meinert to adjourn at 8:09 p.m.
All in favor.
Motion carried.

ADJOURNMENT

CERTIFIED TO BE A TRUE COPY

Secretary, Board of Directors

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