

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

**September 14, 2011**

**CALL TO ORDER:** at 7:04 p.m.

Present: Trustees Jeffrey Butler, Norma Gobert, Richard Hawks, Walt Meinert, John Savage and Jill Wold

Absent: Trustees Jeffrey Redding, Anthony Stanford and Norma Vazquez

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:** None

**PRESENTATION BY THE STARHMORE COMPANY:**

Jack Tinney, John Park and Jeff Hensel from The Strathmore Company presented a proposal/contract to add advertisements in the @ your Library Newsletter that would help reduce printing costs. The Strathmore Company would handle all aspects of the marketing/sales opportunities, including advertising solicitation. The Library would have final review and approval of all advertisements. A three year contract was submitted pending legal review.

**MINUTES OF THE PREVIOUS MEETING:**

Mrs. Gobert moved, seconded by Mr. Hawks to approve the minutes of the August 10, 2011 meeting as written.

All in favor.

Motion carried.

**MINUTES APPROVED**

**COMMUNICATIONS**

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

Mrs. Luckinbill noted she received a call from Trustee Jeffrey Redding who requested a meeting be set-up to begin union contract negotiation discussions.

Trustee Tony Stanford will study Gail Borden's Public Library By-laws as a framework for additions, revisions and updates to the existing APL Board of Trustees By-laws.

### 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 August 11, 2011 through September 14, 2011 in the amount of \$ 888,242.36.

Roll call on motion:

Yes: Butler, Gobert, Hawks, Meinert, Savage, Wold

No: none

Absent: Trustees Redding, Stanford, Vazquez

Abstained: none

Motion carried.

## **PAYMENT OF BILLS**

### Building & Grounds

No committee report.

Mr. Savage stated meetings continue to be held with Cordogan, Clark & Associates and Schoppe Design, Inc. to refine architectural and landscaping designs for the new building. Trustees John Savage, Jeff Butler and Library Director Eva Luckinbill started discussions with the Alderman and community stakeholders to deliver updates on the plans to build a new main library. A Fact Sheet is accompanying discussions with the alderman and community stakeholders to illustrate the growth of the Library and the direction the library is headed. Comments, questions or ideas for the Fact Sheet should be sent to Mrs. Luckinbill by September 16, 2011.

Mrs. Luckinbill stated talks continue with city personnel about available parking spaces for the library in the parking lot on Lake Street and Benton Avenue. A follow-up meeting with the mayor is scheduled on Monday, September 26, 2011 to continue discussions about swapping parking spaces, Middle Avenue easements and entrances. Per the board's request, Mrs. Luckinbill will attempt to contact the property owner and/or bank of the property adjacent to the library's property for a potential real estate opportunity.

Mr. Savage noted that the library is determined to go before the City Council in October and ask for bonds.

Mrs. Luckinbill stated a Request for Proposal will be written in the next month or two for Technology Design Services for the new building.

### Technology

No committee report.

On Friday, August 12, 2011 the main library experienced a complete power outage, all trunk lines failed and a circuit panel was fried. The power outage was reported to ComEd. An electrician was also notified to inspect a burned circuit panel. Damages included a motor on the HVAC system and contactors plus the hard drive and message storage/email server system. The Network Support Team continues to work on restoring the email server. A claim has been submitted to Liberty Mutual Insurance but at this time

the total cost of the damages has yet to be determined. Various invoices, purchase orders and work tickets from the August 12, 2011 power outage will be collected and sent to Liberty Mutual Insurance Company for review.

Advocacy/Community Support

No committee report.

Mrs. Gobert distributed a sign-up sheet to the board members from Development Officer Laura Stoney to list guests to invite and/or contact for the auction at the Imagine ... the possibilities event. The Foundation is seeking large ticket items for the live auction such as cooking, dining, sports, entertainment, and educational baskets. The Strathmore Company will be printing the invites, envelopes, tickets, and other items related to the event.

Mr. Butler inquired about the progress for the case of support. Mrs. Luckinbill stated the first draft of the case for support and collecting names for the feasibility study is due from Jerold Panas, Linzy & Partners, Inc. by Friday, September 16, 2011.

Library & Personnel

No committee report.

Mrs. Luckinbill stated the remainder of the FY2011 Per Capita Grant was received for a grand total of \$168,523.01.

Bonnie Seby resubmitted the grant application to the Illinois Humanities Council for the Participation in the Fox Valley Reads 2011. The first submission was denied but the second submission was awarded in the amount of \$5,000.00.

Mrs. Luckinbill said there is a patron who would like to address the board concerning their negative experience at the Eola Branch.

John Savage and Dick Hawks support newsletter advertisements with library review and final approval of editorial; Walt Meinert expressed concerns regarding appearance and balance of ads to content; and Jill Wold addressed earnings and additional printing costs.

Ms. Wold moved, seconded by John Savage to accept the contract from The Strathmore Company to add advertisements in the @ your Library Newsletter contingent on legal review.

All in favor.

Motion carried.

**APPROVED ADVERTISEMENT IN @ YOUR LIBRARY NEWSLETTER**

**EXECUTIVE SESSION**

Mr. Hawks moved, Mrs. Gobert seconded to go into Executive Session at 8:40 p.m. The Board reconvened at 8:51 p.m. During Executive Session the board discussed contract negotiations.

**DIRECTOR'S REPORT**

Total Circulation increased 5% as noted in the August 2011 Director's Report .

**FORMER BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURNMENT:**

Mr. Hawks moved, seconded by Mr. Meinert to adjourn at 8:52 p.m.

All in favor.

Motion carried.

**ADJOURNMENT**

**CERTIFIED TO BE A TRUE COPY**

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Secretary, Board of Directors

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