

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

December 14, 2011

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

Present: Trustees Jeff Butler, Norma Gobert, Walt Meinert, John Savage, Anthony Stanford and Jill Wold

Absent: Trustees Richard Hawks, Jeff Redding and Norma Vazquez

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

ADDITIONS TO AGENDA: None

MINUTES OF THE PREVIOUS MEETING:

Mr. Meinert moved, seconded by Mrs. Gobert to approve the minutes of the November 9, 2011 meeting as written.

All in favor.

Motion carried.

MINUTES APPROVED

PUBLIC COMMENTS: None

COMMUNICATIONS

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

Within the last two weeks the library received at least fifty notifications/petitions filed with the DuPage County Board of Review for change in property valuations.

City of Aurora Historical Real Estate Tax Levy Data from 2004-2011 was distributed to the board members. The library may see some changes in 2013.

According to Roger Ritzman, the library attorney, on January 1, 2012 the Open Meetings Act requires that each elected and appointed member of a public body subject to the Open Meetings Act receive electronic training by a Public Access Counselor on compliance with this law. The Open Meetings Act designees must successfully complete the training on an annual basis and file a copy of the certificate of completion with the Aurora Public Library. Mrs. Luckinbill noted that the training should be completed in March 2012.

Mrs. Luckinbill passed around the Library Tax Levy Ordinance for the board to review.

Finance

Mr. Meinert moved, seconded by Mrs. Wold to approve the Aurora Public Library monthly expenditures as listed on the Authorization Sheet for the period November 10, 2011 - December 14, 2011 in the amount of \$1,166,639.40.

Roll call on motion:

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

No: None

Absent: Hawks, Redding, Vazquez

Abstained: None

Motion carried.

PAYMENT OF BILLS

Building & Grounds

No committee report.

Existing Main Library

New Main Library Design

A meeting is scheduled on Friday, December 16, 2011 with the new main library design committee, Cordogan, Clark & Associates and Schoppe Design Associates, Inc. to discuss drawings and design changes noted John Savage.

In the monthly board packet, Eva Luckinbill included copies of letters of support from Aurora organizations, businesses and associations from the community members for the development of the new main library.

Jeff Butler and John Savage continue to meet with representatives from Aurora University and East Aurora School District 131 for encouragement and resolution of support for the development of a new main library in downtown Aurora. Next month a meeting is scheduled with school districts 129, 204 and Oswego.

The library expects to go before the Finance Committee in January or February noted John Savage.

Public Forums are scheduled for January 17, 2012 at West Branch and January 19, 2012 at Eola Road Branch stated Eva Luckinbill. Amy Roth is developing flyers for both events.

A Request for Qualifications (RFQ) for Technology Design Services for the new main library will be prepared within the next month or two and also for the required LEEDS Commissioning Agent.

Technology

No committee report.

The system wide upgrades to the VoIP telecommunication system should be completed by the end of January or early February. MIDCO has reviewed existing phones and features, data cabling and is moving forward with the purchase of new hardware.

Advocacy/Community Support

No committee report.

The APL Foundation Board Meeting was held on December 5, 2011. Walt Meinert represented the APL Board of Directors. Sara Russe resigned as President, Charles Schooler is acting President and Penny Cameron's term will expire at the end of December. Contact Mary Ann Andrews for future updates.

Congratulations to the APL Foundation who raised approximately \$20,000 from the Imagine... the possibilities event.

Amy Roth is hosting a holiday social for the APLF and APL Board members on December 16, 2011.

John Savage inquired about the status of the Capital Campaign. Eva Luckinbill stated that Jerold Panas, Linzy & Partners, Inc. is waiting until we secure the bonds and receive the bulk of the financing before proceeding with the focus on the Capital Campaign.

Michael Stephens, professional speaker/professor presented "The Hyperlinked Library" on December 7, 2011 to local government, school officials, board members and selected staff members. Following the presentation, Face to Face Communications and Training split the group into smaller groups to discuss ideas, visions and cutting edge technology uses for Aurora's future main library. The library continues to seek collaboration and partnership with the City of Aurora and raise awareness in the community for emerging technology.

Face to Face Communications and Training has been contracted by the library to facilitate the follow-up technology meeting on January 5, 2012. They will also facilitate the Pubic Forums.

Library & Personnel

No committee report.

Shannon Halikias resigned as Eola Road Branch Coordinator effective January 27, 2012. Debra Stombres West Branch Coordinator accepted a lateral transfer to Eola Road Branch. Eva Luckinbill sent an announcement to all managers for interest in the West Branch Coordinator position.

All 2012 open enrollment elections for health and dental insurance are due in the business office by December 14, 2012 for an effective date January 1, 2012. Insurance premiums decreased 5% for 2012.

Construction on the Downer Street bridges is scheduled to begin in February 2012 and possibly end in November 2012. During construction, Benton Street will become 2-way

from Broadway to Lake Street. Amy Roth represents the library on the City of Aurora Bridge Committee. She will keep Eva Luckinbill apprise of all changes.

EXECUTIVE SESSION

Jill Wold moved, seconded by John Savage to go into Executive Session at 7:45 p.m. Reconvened from Executive Session at 8:06 p.m. During Executive Session the Library Board discussed potential real estate transactions and union negotiations.

DIRECTOR'S REPORT

Circulation statistics increased overall by 4% -
Main Library increased 5%
Eola Branch increased 1%
West Branch increased 6%
Outreach Services increases 21%

The Holiday Celebrations in Many Lands was very successful with record breaking attendance.

FORMER BUSINESS

NEW BUSINESS

ADJOURNMENT:

Jill Wold moved, seconded by Norma Gobert to adjourn at 8:10 p.m.
All in favor.
Motion carried.

ADJOURNMENT

CERTIFIED TO BE A TRUE COPY

Secretary, Board of Directors