

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

**January 27, 2016**

**CALL TO ORDER:** at 6:01 p.m.

Present: Trustees Stewart Beach, Jeffry Butler, Norma Gobert, Richard Hawks, Maria Lozano and Walt Meinert

Absent: Trustees Archie Needam and John Savage

Also present were Executive Director Daisy Porter-Reynolds, Deputy Director Michaela Haberkern, Director of Operations Linda Whitmill, Director of Neighborhood Services Heather Sturm, Manager of Administration Kathleen Fennell, Communications Manager Amy Roth, Foundation Manager Laura Stoney and Administrative Assistant Nicoletta Palmeri

**ADDITIONS TO AGENDA:** The approval of Resolution Authorizing Conveyance of Property 2014 IGA and the approval of Resolution Authorizing Conveyance of Property 2015 IGA will be tabled until February's board meeting.

An executive session will be held noted Daisy Porter-Reynolds.

**MINUTES OF THE PREVIOUS MEETING:**

Richard Hawks moved, seconded by Walt Meinert, to approve the minutes of the December 16, 2015, meeting as written.

All in favor.

Motion carried.

**MINUTES APPROVED**

**PUBLIC COMMENTS:** None

**COMMUNICATIONS:**

The December 2015/January 2016 publicity "news clippings" binder collected by Amy Roth was passed around.

**COMMITTEE REPORTS**

Finance

Stewart Beach moved, seconded by Richard Hawks, to approve the Aurora Public Library monthly expenditures as listed on the Authorization Sheet for the period December 17, 2015 through January 27, 2016 in the amount of \$ 1,310,578.03.

Roll call on motion:

Yes: Trustees Beach, Butler, Gobert, Hawks, Lozano, Meinert, Smith

No: None

Absent: Trustees Needam and Savage

Abstained: None

Motion carried.

## PAYMENT OF BILLS

Jeffrey Butler asked about the \$325.00 expenditure on 12/22/15 for L&Y Landscaping. This expenditure was for October and November landscaping services for 1 East Benton.

Jeffrey Butler asked about the \$280.00 expenditure on 12/22/15 for Ian Wilcox. This expenditure was for the NEH Latino Americans grant web design.

Jeffrey Butler asked about the Chase/VISA gift card charges on 12/22/15 from several different vendors. Gift cards were purchased for the volunteer tree designers for the Holiday Celebration in Many Lands.

### Technology

No report.

### Building & Grounds

No report.

### Library and Personnel

No report.

### **EXECUTIVE DIRECTOR'S REPORT:**

The Executive Director's report covered customer service, tales from the front lines and staffing notes. Banned patron statistics were included which reflected a record high in 2015. Data covered all locations, but almost every ban occurred at the downtown library noted Daisy Porter-Reynolds.

Total circulation stats overall were down 3%; however there was a 22% increase at Santori.

The sale of the old main library at 1 East Benton Street was finalized on December 29, 2015 noted Daisy Porter-Reynolds.

Laura Stoney reported that the Aurora Public Library Foundation is preparing for their final audit due at the end of February.

Laura Stoney reported that the Aurora Public Library Foundation approved 15 additional scholarships for 2016 for the Aurora Township community. Scholarship participants checked out an average of 37 items.

Save the Date for the Aurora Public Library Foundation "sweet sixteen gala" on Saturday, October 15, 2016.

Lane Allen of Allen + Pepa Architects is hosting a presentation by "Deus ex Machina" sculptor Jim Jenkins on Wednesday, January 27, at 7:00 p.m.

**FORMER BUSINESS:** None

**NEW BUSINESS:**

A draft of the Request for Proposal (RFP) for Strategic Planning Services was submitted to the board for their review; RFP timeline:

- Issuance date: January 29, 2016
- Submission date: February 22, 2016
- Contract approval: March 23, 2016
- Anticipated start of service: March 2016

A minor change to the contract approval timeline will be updated to reflect March 23, 2016. Daisy Porter-Reynolds noted that Alderman Rick Mervine helped draft the RFP, and that he agreed to sit in on the board’s review and approval process. Jeffry Butler suggested that an Aurora Public Library Foundation board member also participate in the RFP interview process. Two top candidates or three may be asked to interview.

According to the Aurora Public Library by-laws, the Board officers are elected by a ballot vote for two year terms (or until their successors are elected) at the annual meeting in January. Jeffry Butler proposed the elections of the board officers be held at the February board meeting due to likely revisions. Please notify the board if you are interested in a board position.

A Policy and Personnel meeting will be scheduled before the February 23 board meeting to discuss revisions to the existing Aurora Public Library bylaws.

**EXECUTIVE SESSION:**

Stewart Beach moved, seconded by Richard Hawks, to go into Executive Session at 6:34 p.m. The board reconvened from Executive Session at 7:08 p.m. During Executive Session the board discussed personnel issues.

**ADJOURNMENT:**

Norma Gobert moved, seconded by Richard Hawks, to adjourn at 7:09 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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