

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

JUNE 27, 2018

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

Present: Trustees Joe Filapek, Avis Miller, Archie Needam, Melinda Riddick, Eva Serrano and Andrew Smith.

Absent: Dee Basile, Jeffry Butler and John Savage

Also present: Executive Director Daisy Porter-Reynolds, Deputy Director Michaela Haberkern, Director of Neighborhood Services Heather Sturm, Senior Manager of Children's Services Dana Russell, Senior Manager of Administration Kathleen Fennell, Human Resources Manager Brenda Blough, Foundation Manager Laura Stoney, Interim Circulation Manager Kim Ries and Administrative Assistant Kim Gautschi

New board members, Melinda Riddick and Dee Basile appointed by the Aurora City Council last month, were welcomed.

ADDITIONS/CHANGES TO THE AGENDA:

We will table the Budgeting by location discussion until next month when our Finance Chair can be present.

MINUTES OF APRIL 25, 2018 BOARD MEETING:

Archie Needam moved, seconded by Eva Serrano, to approve the minutes of the April 25, 2018 board meeting as written:

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano and Smith

No: none

Abstain: none

Absent: Basile, Butler and Savage

Motion Carried

BOARD MEETING 4-25-18 MINUTES APPROVED

STAFF REPORTS:

Executive Director Daisy Porter-Reynolds expressed her pleasure of having a full Board of Trustees. We will be housing the City of Aurora City Council's historical agendas and minutes dating from 1857-1983 in our History Room. Our current agreement with Support Companies LLC to park the Bookmobile in their garage (formerly Old Main Library on 1 E Benton) expires at the end of the calendar year. We are searching for a garage/facility to house our BKM that includes indoor accommodations and a place to plug in the generator and rechargeable battery. We would provide a Certificate of Insurance. Tony Stanford, who has been doing writing contract work will have an article in The Voice this week to reach out to the community for ideas. In Human Resources news, the Supreme Court has ruled it unconstitutional to collect fair share fees

from public-sector employees who decide not to join unions. We will no longer be collecting fair share fees. We welcome Dana Russell, Senior Manager of Children's Services. Brenda Blough has earned her SPHR (Senior Professional Human Resources) certification.

Foundation Manager Laura Stoney advised the Foundation is working through their 2018 Plan of Action with an emphasis on Board Development. The Foundation Board is looking for feedback on recruiting new Foundation Board Members. We currently have eleven members on the Foundation and would like 15-20 members. The Foundation Board will begin monthly board meetings in August. This will enable us to give more feedback, approval or have questions answered about grants requested. Currently, our focus in the next few weeks is our upcoming August 25 "Back to 80's" Barbecue Bash. Laura Stoney distributed flyers outlining what the Foundation gives back to the community and asked the Board to share these with people you feel we should be reaching out to.

PUBLIC COMMENTS: None

FORMER BUSINESS: None

NEW BUSINESS:

Approval April and May Bills

Archie Needam moved, seconded by Eva Serrano, to approve the monthly expenditures as listed on the Authorization Sheet for the period of April 26, 2018 to May 23, 2018, in the amount of \$770,842.55.

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano, Smith

No: none

Abstain: none

Absent: Basile, Butler and Savage

Motion Carried

PAYMENT OF BILLS 4-26-18 TO 5-23-18

Approval of May and June Bills

Archie Needam moved, seconded by Avis Miller, to approve the monthly expenditures as listed on the Authorization Sheet for the period of May 24, 2018 to June 27, 2018, in the amount of \$857,782.87.

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano, Smith

No: none

Abstain: none

Absent: Basil, Butler and Savage

Motion Carried

PAYMENT OF BILLS 5-24-2018 TO 6-27-18

Circulation Policy

We are asking to amend the fine structure outlined in the Circulation Policy. We are eliminating the QwikPik collection and streamlining it into Marketplace at all locations. Books marked as new

and those marked Marketplace will all have the same fine of 25 cents per day. Fines will be published online and on the shelving.

Eva Serrano moved, seconded by Joe Filapek to amend our Circulation Policy to reflect renaming Qwikpicks to Marketplace at all locations and amend the fine structure to reflect 25 cents per day.

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano, Smith

No: none

Abstain: none

Absent: Basile, Butler and Savage

Motion carried.

**APPROVED CHANGE IN FINE STRUCTURE OUTLINED IN THE CIRCULATION
POLICY**

Participation in non-resident card program

The continuation of the 2017 - 2018 statewide nonresident card participation program and the non-resident card fee was presented to the board by Michaela Haberkern.

Joe Filapek moved, seconded by Melinda Riddick, to continue to participate in the nonresident card program for 2018- 2019.

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano, Smith

No: none

Abstain: none

Absent: Basile, Butler and Savage

Motion carried.

APPROVED NONRESIDENT LIBRARY CARD PROGRAM PARTICIPATION

Non-resident fee approval

State law provides for libraries to set their own nonresident card fees according to formula and consideration of the residents' property values and tax. Michaela Haberkern recommended the 2018-2019 nonresident fee remain set at \$160.00.

Archie Needam moved, seconded by Avis Miller, to set its annual nonresident cardholder fee to \$160.00 for July 1, 2018 through June 30, 2019.

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano, Smith

No: none

Abstain: none

Absent: Basile, Butler and Savage

Motion carried.

APPROVED NONRESIDENT LIBRARY CARD FEE \$160.00

Resolution Adopting Prevailing Wage Rates

Michaela Haberkern presented the Resolution Adopting Prevailing Wage Rates to the board. “The Prevailing Wage Act governs the wages that a contractor or subcontractor is required to pay to all laborers, workers and mechanics who perform work on public works projects. The Act also sets forth the record keeping requirements for a contractor or subcontractor and sets forth the obligations of municipalities and other public bodies to establish the prevailing wage as well as, to notify in writing all contractors and subcontractors regarding the Prevailing Wage Act when bidding and awarding contracts, as well as on work orders.” We are obligated to publish this in the newspaper or on our website as long as there is a link to the Illinois Department of Labor.

RESOLUTION NO. 2018-01

RESOLUTION ADOPTING PREVAILING WAGE RATES

WHEREAS, the State of Illinois has a Prevailing Wage Act (the Act), 820 ILCS 130/0.01, et seq.; and

WHEREAS, the Act requires that all public bodies ascertain the prevailing rate of wages in the locality of the public body for laborers, mechanics and other workers performing construction of public works for the public body.

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees as follows:

SECTION 1: The general prevailing rate of wages in this locality is hereby ascertained to be the same as the prevailing wage rate for construction work in Kane County as determined by the Department of Labor of the State of Illinois.

SECTION 2: The Board Secretary shall:

- a) Keep this Resolution available for inspection in the main office of the Library;
- b) Promptly file a certified copy of this Resolution with the Department of Labor of the State of Illinois;
- c) Publish in a newspaper of general circulation a notice of adoption of this Resolution;
- d) Mail a copy of this Resolution to any employer and to any association of employers and to any person or association of employees who have filed their names and addresses requesting copies of this determination.

SECTION 3: This Resolution shall be in full force and effect from and after its passage and approval as required by law.

ADOPTED June 27, 2018, pursuant to a roll call vote as follows:

Joe Filapek moved, seconded by Eva Serrano to adopt Resolution No. 2018-01, Resolution Adopting Prevailing Wages Rates.

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano, Smith

No: none

Abstain: none

Absent: Basile, Butler and Savage

Motion carried.

APPROVED RESOLUTION NO. 2018-01 ADOPTING PREVAILING WAGE RATES

Budgeting by location

Tabled until the July Board of Directors meeting.

Per Capita Grant Requirement Discussion: Illinois Veterans' History Project

Michaela Haberkern advised that a requirement of the 2019 IL Per Capita Grant is to review services offered by IL Veterans' History Project. The IL Veterans' History Project was established to honor the men and women from Illinois who have served their country and create a permanent record of their service and stories. The Illinois Veteran's History Project Fact Sheet and a Patriot Information Form can be found in the Board Packet. As a library, we have participated and hosted many events honoring those who have served our country.

EXECUTIVE SESSION:

Eva Serrano moved, seconded by Avis Miller to adjourn to Executive Session at 6:42 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1)) and the minutes of meetings lawfully closed under the Open Meetings Act (5 ILCS 120/2(c)(21))

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano, Smith

No: none

Abstain: none

Absent: Basil, Butler and Savage

All in favor

Motion carried

APPROVED EXECUTIVE SESSION

June 27, 2018 Board Meeting reconvened at 6:53 p.m.

MINUTES OF THE APRIL 25, 2018 EXECUTIVE SESSION:

On a motion by Eva Serrano, seconded by Joe Filapek, the board voted unanimously to approve the minutes of the April 25, 2018 executive session as written.

Roll call on motion:

Yes: Filapek, Miller, Needam, Riddick, Serrano, Smith

No: none

Abstain: none

Absent: Basil, Butler and Savage

Motion Carried

MINUTES OF THE APRIL 25, 2018 EXECUTIVE SESSION APPROVED

ADJOURNMENT

On a motion by Avis Miller, seconded by Archie Needam, the board voted unanimously to adjourn at 6:49 p.m.

All in favor.

Motion carried.

ADJOURNMENT

CERTIFIED TO BE A TRUE COPY

Secretary, Board of Directors

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