

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

SEPTEMBER 28, 2016

CALL TO ORDER: at 6:00 p.m.

Present: Trustees Stewart Beach, Jeffry Butler, Norma Gobert, Maria Lozano, Walt Meinert, John Savage, Andrew Smith

Absent: Trustee Richard Hawks and Archie Needam

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

ADDITIONS/CHANGES TO THE AGENDA: Daisy Porter-Reynolds noted that the Strategic Planning presentation will move from new business to after the minutes of the previous meeting were approved.

MINUTES OF THE PREVIOUS MEETING:

Andrew Smith moved, seconded by Walt Meinert, to approve the minutes of the August 31, 2016, meeting as written.

All in favor.

Motion carried.

MINUTES APPROVED

STRATEGIC PLANNING CONSULTANT AND REPRESENTATIVES

Lynn Elam Consulting partnered with Northern Illinois University Center for Government Studies to develop and implement a community wide telephone study. This study was designed to collect information to assist in the development of long-range goals and future plans for the library. The team canvassed both library users and non-users using cellular and landline telephone numbers. A total of 452 residents of Aurora completed the survey. A 27.2% response rate was achieved. Key survey categories included leisure activities, Aurora Public Library Use, Opinion of Child Education in Aurora and Perception of Safety in Downtown Aurora

In addition to the survey, the consultant has completed all data collections, evaluations and focus groups, SWOT analysis and organizational competencies with Daisy Porter-Reynolds and Michaela Haberkern. A retreat will be held on September 30, 2016 with consultant Lynn Elam, the strategic planning committee and board of directors.

MINUTES OF THE STRATEGIC PLANNING MEETING:

Jeffry Butler moved, seconded by Norma Gobert, to approve the minutes of the March 4, 2016, meeting as written.

All in favor.

Motion carried.

MINUTES APPROVED

PUBLIC COMMENTS: None

COMMUNICATIONS:

The September 2016 publicity “news clippings” binder collected by Amy Roth was passed around.

COMMITTEE REPORTS:

Finance

Stewart Beach moved, seconded by Jeffry Butler, to approve the Aurora Public Library monthly expenditures as listed on the Authorization Sheet for the period August 31, 2016 through September 28, 2016 in the amount of \$844,499.15.

Roll call on motion:

Yes: Beach, Butler, Gobert, Lozano, Meinert, Savage, Smith

No: None

Absent: Hawks and Needam

Abstained: None

Motion carried.

PAYMENT OF BILLS

A finance committee will be scheduled prior to the next board meeting to discuss the 2017 budget and the responses to the Request for Proposal (RFP) for Carpet/Flooring Replacement at the Eola Road Branch.

Technology

No report

Building & Grounds

No report

Policy & Personnel

No report

STAFF REPORTS

Executive Director Daisy Porter-Reynolds –

The Aurora Art League’s 57th Annual Show and Auction was held on the First Friday in September - over 550 guests attended.

Visit Simply Destinee’s Light Bulb exhibit in the Atrium – September is Suicide Prevention Month.

Total circulation is up 20% compared to August 2015. The Kiwanis Children Center (KCC) circulated over 27,000 items in August.

On behalf of Foundation Manager Laura Stoney, Deputy Director Michaela Haberkern reminded the Board members to sell raffle tickets for the sweet sixteen Gala on Saturday, October 15th. The auction will go live on October 5th. Contact Laura Stoney if you have any questions regarding the gala.

FORMER BUSINESS: None

NEW BUSINESS:

Senior Manager of Children's Services Michelle Kilty, Outreach Services/Express Center Manager Kathleen Butzen, Children's Services Manager Angela VanVuren and Assistant Manager Early Literacy Specialist Katie Stringwell presented the results from the 2016 Summer Program: *On Your Mark, Get Set... Read!* This year, the library partnered with East Aurora District 131 Outreach Program/Summer School. Classrooms picked their goals and the library program became part of their curriculum. Twelve schools and sixty-six classrooms participated. Approximately 2,400 items were circulated. Each student received a free paperback book. The overall participation rate was 78% higher than last year. Participants registered their reading logs, and earned prizes by reaching the bronze, silver, gold and bonus levels. It was the most successful summer program since 2011.

EXECUTIVE SESSION:

Stewart Beach moved, seconded by Andrew Smith, to go into Executive Session at 7:00 p.m. The board reconvened from Executive Session at 7:43p.m. The Board of Directors adjourned to executive session at 7:00 p.m. to discuss collective negotiating matters pursuant to 5 ILCS 120/2 (c) (2).

Roll call on motion:

Yes: Beach, Butler, Gobert, Lozano, Meinert, Savage, Smith

No: None

Absent: Hawks and Needam

Abstained: None

Motion carried.

ADJOURNMENT:

Norma Gobert moved, seconded by Maria Lozano, to adjourn at 7:43 p.m.

All in favor.

Motion carried.

ADJOURNMENT

CERTIFIED TO BE A TRUE COPY

Secretary, Board of Directors

np