

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

**May 25, 2016**

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

Present: Trustees Stewart Beach, Jeffrey Butler, Norma Gobert, Richard Hawks, Maria Lozano, Walt Meinert, Archie Needam, John Savage, Andrew Smith

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

**ADDITIONS TO AGENDA:** John Savage stated the need for an executive session.

**MINUTES OF THE PREVIOUS MEETING:**

Andrew Smith moved, seconded by Archie Needam, to approve the minutes of the April 27, 2016, meeting as written.

All in favor.

Abstained: Stewart Beach

Motion carried.

**MINUTES APPROVED**

**PUBLIC COMMENTS:** None

**COMMUNICATIONS:**

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

**COMMITTEE REPORTS**

Finance

Stewart Beach moved, seconded by Jeffrey Butler, to approve the Aurora Public Library monthly expenditures as listed on the Authorization Sheet for the period April 28, 2016 through May 25, 2016 in the amount of \$ 810,327.63

Roll call on motion:

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

No: None

Absent:

Abstained: None

Motion carried.

**PAYMENT OF BILLS**

Jeffrey Butler asked: Why is Daisy Porter-Reynolds' American Library Association membership fee more than Heather Sturm's? Kathy Fennell responded: Daisy Porter-Reynolds membership fee includes an additional sub-membership that Heather Sturm's does not.

Jeffrey Butler asked: Why is the library making two \$6,000 payments to Cengage Learning at this time? Kathy Fennell responded: These are three online subscription products spanning a 12 month period from 7/1/16 to 6/30/17; total invoice is \$12,000. The subscription period spans two fiscal years so it must be prorated for each year. The first \$6,000 entry is for FY2016 and the second \$6,000 entry is encumbering the FY2017 on-line subscription budget through the deferred charges/prepaid budget line.

Jeffrey Butler asked: What is the Mid-West Awards Board of Directors Plaque? Kathy Fennell responded: This is a new wood/brass plaque with updated names of the Board President's and years in this position, including blank plaques for future Board President's names.

Jeffrey Butler asked: What vehicle had lettering done and why? Kathy Fennell responded: The Ford van's old logo and website was removed and replaced with the new logo and website.

#### Technology

No report

#### Building & Grounds

No report

#### Policy & Personnel

Executive Director Daisy Porter Reynolds:

Christopher Burkhart will replace Wayne Dixon as Information Technology Services Tech Lead effective May 28, 2016.

Starting Monday, May 23rd, Polaris will automatically renew any item that is renewable in the Polaris database:

Customers will be notified of the renewal by email only

The renewals will have the same parameters as regular renewals, fines over \$10, long overdues, holds etc. will not allow renewals

The auto renewal will be one (1) day prior to the due date

The reminder email will still go out three (3) days before the due date

The current limits for renewals will apply for each type of material

Amy Roth will begin drafting communications to promote this new service and post it on our website starting June 1, 2016.

Communications Manager Amy Roth:

May 21-30, 2016 is Vets Week – Sweet Reminders is performing on Friday afternoon, May 27<sup>th</sup>.

The Santori Library presents paintings by Peter Hagerty at the City of Aurora's June First Fridays event.

Foundation Manager Laura Stoney:

The Aurora Public Library Foundation's (APLF) 2016 Case for Support: Transforming Lives.... Together was submitted to the board.

The APLF board approved a grant for \$1,350 for Light of Learning Scholarships and a \$5,000 grant for Hotspots.

Deputy Director Michaela Haberkern:

The 2016 Strategic Planning is moving slowly; however, we have identified 5 focus groups: community influencers, families w/children who do not use the library, Aurora residents who use other libraries, Spanish speakers in GED/ESL classes and computer use only card holders who are not eligible for full library card privileges.

A strategic planning committee meeting is scheduled for June 8th with Northern Illinois University and the strategic planning management team to draft the community wide survey questionnaire.

**FORMER BUSINESS:** None

**NEW BUSINESS:**

The continuation of the 2016 - 2017 statewide nonresident card participation program and the non-resident card fee was presented to the board by Michela Haberkern.

Stewart Beach moved, seconded by Richard Hawks, to continue to participate in the nonresident card program for 2016- 2017.

All in favor.

Motion carried.

#### **APPROVED NONRESIDENT LIBRARY CARD PROGRAM PARTICIPATION**

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 2016-2017 nonresident fee remain set at \$160.00.

Stewart Beach moved, seconded by Richard Hawks, to set its annual nonresident cardholder fee to \$160.00 for July 1, 2016 through June 30, 2017.

All in favor.

Motion carried.

#### **APPROVED NONRESIDENT LIBRARY CARD FEE \$160.00**

**EXECUTIVE SESSION:**

Andrew Smith moved, seconded by Walt Meinert, to go into Executive Session at 6:22p.m. Board reconvened from Executive Session at 7:01p.m. During Executive Session the board discussed personnel issues.

**ADJOURNMENT:**

Stewart Beach moved, seconded by Andrew Smith, to adjourn at 7:01p.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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