

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

**JANUARY 25, 2017**

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

Present: Trustees Stewart Beach, Maria Lozano, Archie Needam, John Savage, Eva Serrano, Andrew Smith and Anthony Stanford

Absent: Trustees Jeffrey Butler

One vacancy

Also present: Executive Director Daisy Porter-Reynolds, Deputy Director Michaela Haberkern, Director of Neighborhood Services Manager Heather Sturm, Business Manager Kathleen Fennell, Communications Manager Amy Roth, Human Resources Manager Brenda Blough, Foundation Manager Laura Stoney, and Administrative Assistant Nicoletta Palmeri

Stuart L. Whitt of Whitt Law, LLC will provide legal services and represent the library at monthly board meetings.

**ADDITIONS/CHANGES TO THE AGENDA:**

An Executive Session will be held noted Daisy Porter-Reynolds.

**MINUTES OF THE DECEMBER 21, 2016 REGULAR BOARD MEETING:**

Maria Lozano moved, seconded by Eva Serrano, to approve the minutes of the December 21, 2016, meeting as written.

Roll call on motion:

Yes: Lozano, Needam, Savage, Serrano, Smith, Stanford

No: none

Abstain: Beach

Absent: Butler

Motion carried.

**BOARD MEETING 12-21-2016 MINUTES APPROVED**

**PUBLIC COMMENTS:**

No public comments.

**COMMITTEE REPORTS:**

Finance

Stewart Beach moved, seconded by Andrew Smith, to approve the Aurora Public Library monthly expenditures as listed on the Authorization Sheet for the period December 21, 2016 to January 25, 2017 for \$1,137,207.87.

Roll call on motion:

Yes: Beach, Lozano, Needam, Savage, Serrano, Smith, Stanford

No: none

Abstain: none

Absent: Butler

Motion carried.

## **PAYMENT OF BILLS**

### Technology

No report

### Building & Grounds

No report

### Policy & Personnel

No report

### **STAFF REPORTS:**

Executive Director Daisy Porter-Reynolds – The mayoral forum held on Thursday, January 12, 2017 was very successful. There were over 600 who attended. This was too many for our space, so not all of them stayed, but it was still heartening to see how great an interest Aurorans are taking in the upcoming mayoral election.

Board President John Savage noted that the library might collaborate with another group or venue for a second mayoral forum in March.

The library will be closed on Friday, January 27, 2017 from 8 a.m. - 5 p.m. for an all staff event - Staff Development Day. The focus is the 2017 strategic plan. The conference style event gives staff the opportunity to customize their day and attend different breakout sessions that interest them and gain information about a topic. Hesed House Executive Director Ryan Dowd is the day's keynote speaker – Practical Tips for Difficult Homeless Patrons.

Outreach Services completed their move to Santori on January 24, 2017.

Communications Manager Amy Roth – In February, the spring newsletter will be published and released. West branch TAB member, Tiffany Hamling, received a scholarship from the Aurora Hispanic Heritage Advisory. Amy Roth wrote a letter of recommendation

Foundation Manager Laura Stoney – The Foundation board approved their 2017 plan of action and budget. One of the foundation's goal for 2017 is to donate \$100,000 to the library. The audit begins in March. Laura noted that the foundation board meetings are going to be held right before the library board meeting. All foundation board members are encouraged to attend the monthly meeting.

At the Foundation Board's meeting on January 25, Township Supervisor Bill Catching presented the Foundation with a \$3,000 contribution to make more library card scholarships available. Amy Roth was instrumental in helping the foundation receive the donation noted Laura Stoney.

**FORMER BUSINESS:** None

**NEW BUSINESS:**

**Snack Policy**

A Food & Beverage Policy was first introduced to the board at their regular board meeting on May 27, 2015. At that time, the board approved a six-month pilot program at Eola Road and West Branch. Heather Sturm presented the “Food in the Library” task force results from the last 15 months. The task force determined that kids, students and telecommuters snacked. They snacked in the children’s department, teen space, study rooms and at study tables. Some kids need a snack, after school kids are hungry and snacks are everywhere. We are aiming to make the library a welcoming social and interactive environment. In line with this goal, snacks and drinks are allowed in the library except in designated areas and should be consumed in a responsible and courteous manner. Customer comments were tracked: 99 positive, 30 negative and 15 were neutral. In the last 3 months, front line staff seldom had to ask customers to remove their smelly food or clean up after them. Customers violating this policy will be asked to remove their food and drink from the area.

Andrew Smith asked if the library would consider vending machines at all of the locations. Daisy Porter-Reynolds would like to pursue this idea in the near future.

Andrew Smith moved, seconded by Stewart Beach, to approve the Snack Policy at all locations.

Roll call on motion:

Yes: Beach, Lozano, Needam, Savage, Smith, Stanford

No: none

Abstain:

Absent: Butler

Motion carried

**SNACK POLICY AT ALL LIBRARY LOCATIONS APPROVED**

President John Savage announced the 2017 nominations for board officers: President John Savage, Vice-President Andrew Smith and Secretary Jeffry Butler. The board will cast their ballot vote at the February board meeting

President John Savage asked the board to contact him if they would like to stay or change their board committee assignment. The President John Savage will appoint standing committee members at the February board meeting.

**EXECUTIVE SESSION:**

Andrew Smith moved, seconded by Eva Serrano, to adjourned to executive session at 6:25 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)); collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees (5 ILCS 120/2(c)(2)); and discussion of the minutes of a meeting lawfully closed under the Open Meetings Act (5 ILCS 120/2 (c) (21)).

Roll call on motion:

Yes: Beach, Lozano, Needam, Savage, Serrano, Smith, Stanford

No: none

Abstain: none

Absent: Butler

Motion carried.

Andrew Smith moved, seconded by Stewart Beach, to return to open session at 6:44 p.m.

Roll call on motion:

Yes: Beach, Lozano, Needam, Savage, Smith, Stanford

No: none

Abstain:

Absent: Butler

Motion carried

**MINUTES OF THE DECEMBER 21, 2016, EXECUTIVE SESSION MEETING:**

Andrew Smith moved, seconded by Archie Needam, to approve the executive session minutes of the December 21, 2016, meeting as written.

Roll call on motion:

Yes: Beach, Lozano, Needam, Savage, Smith, Stanford

No: none

Abstain:

Absent: Butler

Motion carried.

**BOARD MEETING 12-21-2016 EXECUTIVE SESSION MINUTES APPROVED**

Andrew Smith moved, seconded by Eva Serrano, to approve the 2016-2019 contract between Aurora Public library and AFSCME Local 2283.

Roll call on motion:

Yes: Beach, Lozano, Needam, Savage, Smith, Stanford

No: none

Abstain:

Absent: Butler

Motion carried

**2016-2019 AFSCME COUNCIL 131 CONTRACT APPROVED**

**ADJOURNMENT:**

Stewart Beach moved, seconded by Andrew Smith, to adjourn at 6:45 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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