

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

MARCH 21, 2017 (Rescheduled Meeting)

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

Present: Trustees Jeffrey Butler, Joe Filapek, Maria Lozano, Archie Needam, Eva Serrano (arrived at 6:03 p.m.), John Savage and Andrew Smith

Absent: Trustees Avis Miller and Anthony Stanford

Also present: Executive Director Daisy Porter-Reynolds, Director of Neighborhood Services Heather Sturm, Administrative Manager Kathleen Fennell, Human Resources Manager Brenda Blough, Foundation Manager Laura Stoney, Communications Manager Amy Roth and Administrative Assistant Kim Gautschi

Stuart L. Whitt of Whitt Law, LLC provides legal services at monthly board meetings.

ADDITIONS/CHANGES TO THE AGENDA:

There are no additions to the agenda.

John Savage welcomed new Trustee Joe Filapek.

MINUTES OF THE FEBRUARY 22, 2017, REGULAR BOARD MEETING:

Jeffrey Butler moved, seconded by Andrew Smith, to approve the minutes of the February 22, 2017, meeting as written.

Roll call on motion:

Yes: Butler, Lozano, Needam, Savage, Smith

No: none

Abstain: Filapek

Absent: Miller, Serrano, Stanford

Motion carried.

BOARD MEETING 2-22-2017 MINUTES APPROVED

PUBLIC COMMENTS:

No public comments.

COMMITTEE REPORTS:

Finance

Jeffrey Butler moved, seconded by Andrew Smith, to approve the monthly expenditures as listed on the Authorization Sheet for the period February 23, 2017, to March 21, 2017, in the amount of \$ 777,715.40.

Roll call on motion:

Yes: Butler, Filapek, Lozano, Needam, Savage, Serrano, Smith

No: none

Abstain: none

Absent: Miller, Stanford

Motion carried.

PAYMENT OF BILLS

Jeffrey Butler asked about expenditure for Lynda.com for \$18,400. This expenditure is an annual subscription for Lynda.com, a video based training database. We have had approximately 500 customers register for the database to date.

Jeffrey Butler introduced the new Library Fund Report that will be included in our monthly financial packet. It enables us to view information month to month for balances of revenue, expenses and technology before and after each month. It allows us to take a good look at our finances. As part of our commitment to the City, we will make a presentation in July as to where we are budget-wise. We will be setting up a Finance Committee meeting in the near future.

Technology

No report

Building & Grounds

No report

Policy & Personnel

No report

STAFF REPORTS:

Executive Director Daisy Porter-Reynolds reported Kim Gautschi would now be attending the Board Meetings. Kim's additional duties will include Accounts Payable. Nicoletta Palmeri will be assisting Brenda Blough in Human Resources.

Our next monthly meeting will be held at our old 1 E. Benton location in the lower level at the Gallery 1904. After the meeting, there will be an optional tour of the building to see the renovations, which features some of the original architectural designs in the building.

On Monday, March 21, we held the first of our five candidate *Meet & Greet Events* for the Fox Valley Park District Candidates. On Wednesday, March 23, we will host the candidates for West Aurora School District 129 at our West Branch location. March 27 will be the Mayoral Meet & Greet in the Atrium of Santori Library followed by meeting the candidates of East Aurora School District 131 and Aurora Alderman candidates on March 29 at Santori Library.

Laura Stoney presented a handout *Inside Case for Support*, which provides insight to the work the Foundation is doing. The Foundation is working on a publication for the public. We invite your feedback.

Amy Roth attended the Aurora Youth and Family Resource Fair an amazing event put on by several Aldermen at the Prisco Center. Approximately 275 people came to the Library table which included sign-up for the Teen Talent Show.

We are working on updating our Employee Handbook and will soon convene a meeting of the Policy & Personnel Committee to review it.

FORMER BUSINESS: Committee Assignments

Finance: John Savage (chair), Jeffry Butler, Avis Miller
Technology: Maria Lozano (chair), Jeffry Butler, Anthony Stanford
Building & Grounds: Andrew Smith (chair), Joe Filapek, Eva Serrano
Policy & Personnel: Jeffry Butler (chair), Andrew Smith, Archie Needam

We will be scheduling committee meetings in the near future. All Trustees are welcome to attend all meetings.

NEW BUSINESS:

Oath of Office

Under the Illinois Library Act, all Trustees must take the Oath of Office.

Trustees taking the Oath of Office were: Jeffry Butler, Joe Filapek, Maria Lozano, Archie Needam, Eva Serrano, John Savage and Andrew Smith

Absent: Avis Miller and Anthony Stanford

Review of annual report for 2016

The annual report for 2016 was distributed. Trustees will submit comments and provide suggestions. We will go to final print and place on our website. The annual report will be placed on the Trustee's iPads along with the Committee Assignments and Trustee Roster. Old Board Packets will be removed.

EXECUTIVE SESSION:

None

MINUTES OF THE FEBRUARY 22, 2017, EXECUTIVE SESSION MEETING:

The minutes of the February 22, 2017, executive session were unanimously approved as written.

Roll call:

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

No: none

Abstain: Filapek

Absent: Miller, Stanford

Motion carried.

BOARD MEETING 2-22-2017 EXECUTIVE SESSION MINUTES APPROVED

ADJOURNMENT

Andrew Smith moved, seconded by Eva Serrano, to adjourn at 6:23 p.m.

All in favor.
Motion carried.

ADJOURNMENT

CERTIFIED TO BE A TRUE COPY

Secretary, Board of Directors

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