

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

**April 24, 2019**

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

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

Absent: Dee Basile, Jeffrey Butler

Also present were Executive Director Michaela Haberkern, Foundation Manager Laura Stoney, Communication Manager Miriam Meza, Director of Neighborhood Services Heather Sturm, Human Resources Manager Brenda Blough, Administrative Assistant Kim Gautschi

**ADDITIONS/CHANGES TO THE AGENDA:** None

**MINUTES OF MARCH 27, 2019 BOARD MEETING:**

Archie Needam moved, seconded by Melinda Riddick to approve the minutes of the March 27, 2019 board meeting. The Board approved the minutes of the March 27, 2019 as written.

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

No: None

Abstain: none

Absent: Basile, Butler, Serrano

Motion Carried

**BOARD MEETING 3-27-19 MINUTES APPROVED**

**STAFF REPORTS:**

Executive Director: Michaela Haberkern reported we have hired a new West Branch Manager, Scott Grotto, who comes to us from the Ella Johnson Public Library in Hampshire. Scott will start May 28, 2019. Kiwanis Club of Aurora has paid their pledge of \$100,000 in full and hosted a reception in the Kiwanis Children's Center to celebrate.

Foundation: Laura Stoney conveyed the Foundation Board met Monday, April 22, 2019 and voted to approve the recent audit completed by Sikich. The Foundation Board also approved a grant request for "Go Bags" for community outreach. Dee Basile has agreed to chair the bookmobile campaign. The formal kick-off for the capital campaign will begin in June. The December auction event will be a wine and beer tasting.

Trustee Eva Serrano arrived at 6:06 p.m.

Correspondence: There was communication from three community members regarding Florida library's maker space and media lab, display of poems and West Branch wishes.

Facilities: Repairs were made to the roof top AC unit at Santori and the cooling chiller at Eola. The galvanized exterior trim was painted at Eola Road Branch. At both Eola and West Branch, our facilities department conducted an annual inspection of the emergency lights and replaced batteries as needed. In addition, at West Branch, Facilities staff moved furniture per Administration's request.

Policies and Personnel Committee: The Policies and Personnel committee met on April 9 to review our Collection Development Policy and policy review schedule. The proposed new policy includes an added community profile, streamlined selection criteria, benchmarks for deaccessioning and customer- friendly language.

**PUBLIC COMMENTS:** Two community members addressed the Board.

**FORMER BUSINESS:** None

**NEW BUSINESS:**

Approval of March-April Bills

Archie Needam moved, seconded by Joe Filapek, to approve the monthly expenditures as listed on the Authorization Sheet for the period March 28, 2019 to April 24, 2019 in the amount of \$817,281.52

Roll call on motion:

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

No: None

Abstain: none

Absent: Basile, Butler

Motion Carried

**PAYMENT OF BILLS 3-28-19 TO 4-24-19 APPROVED**

Questions on Bills: None

Michaela Haberkern advised that the department heads have submitted their budget requests for 2020. The City of Aurora kicked-off the 2020 budget process on Monday, April 23, 2019 and we will begin input into the City's system.

Approval of Collection Development Policy

The Policy and Personnel Committee met April 9, 2019 to discuss the Collection Development Policy. The committee agree that the policy was ready for board approval at the next board meeting.

Joe Filapek moved, seconded by Eva Serrano, to approve the revised Collection Development Policy as presented.

Roll call on motion:

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

No: None

Abstain: none

Absent: Basile, Butler

Motion Carried

**COLLECTION DEVELOPMENT POLICY APPROVED AS PRESENTED**

Per Capita Grant Requirement: Illinois Digital Archives and Digital Public Library of America

Each year the State of Illinois Per Capita Grant, as part of the grant application, requires the library board to become familiar with different library services and this year's selections were the Illinois Digital Archives and the Digital Public Library of America. Michaela reviewed both

for the board. Aurora is well represented in both collections, which are available to everyone online. Trustee Joe Filapek highly encourages everyone to use them.

**EXECUTIVE SESSION:** Avis Miller moved, seconded by Melinda Riddick, to adjourn to Executive Session at 6:19 p.m. to discuss litigation when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting Act (5 ILCS 120/2(c)(11)) and to discuss 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, Savage, Serrano, Smith

No: none

Abstain: none

Absent: Basile, Butler

All in favor

Motion carried

### **APPROVED EXECUTIVE SESSION**

April 24, 2019 Board meeting reconvened at 6:32 p.m.

### **MINUTES OF THE MARCH 27, 2019 EXECUTIVE SESSION**

On a motion by Archie Needam seconded by Eva Serrano, the board voted unanimously to approve the minutes of the March 27, 2019 executive session as written.

Roll call on motion:

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

No: none

Abstain: none

Absent: Basile, Butler

Motion carried

### **MINUTES OF THE MARCH 27, 2019 EXECUTIVE SESSION APPROVED**

### **APPROVAL OF RELEASE OF LIMITED PORTIONS OF CERTAIN EXECUTIVE SESSION VERBATIM RECORDS FOR PUBLIC INSPECTION AS FOLLOWS:**

The January 24, 2018 meeting (discussion at minute 3:16-4:32 and minute 6:57 TO 8:54); the March 28, 2018 meeting (discussion at minute 17:54 to 18:30, minute 20:03 to 22:10, minute 23:34 to 24:13, and minute 25:36 to minute 26:39); the July 25, 2018 meeting (discussion at minute 6:03 to 7:31, minute 13:20 to 14:44 and minute 20:11 to 20:38); and the August 29, 2018 meeting (minute 16:15 to 17:25, minute 19:45 to 22:54 and minute 25:44 to 25:53.)

On a motion by Melinda Riddick second by Joe Filapek, the board voted unanimously to releases portions of certain closed session verbatim records for public inspection.

Roll call on motion:

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

No: none

Abstain: none

Absent: Basile, Butler

Motion carried

**APPROVAL OF RELEASE OF PORTIONS OF CERTAIN EXECUTIVE SESSION  
VERBATIM RECORDS FOR PUBLIC INSPECTION.**

**APPROVAL TO RELEASE PORTIONS OF THE MINUTES OF MARCH 28, 2018, JULY 25,  
2018 AND AUGUST 28, 2018 EXECUTIVE SESSION MINUTES.**

On a motion by Eva Serrano second by Archie Needam, the board voted unanimously to release some of the minutes of March 28, 2018, July 25, 2018 and August 28, 2018 executive session minutes.

Roll call on motion:

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

No: none

Abstain: none

Absent: Basile, Butler

Motion carried

**APPROVAL OF RELEASE OF PORTIONS OF THE MINUTES OF MARCH 28, 2018, JULY  
25, 2018 AND AUGUST 28, 2018 EXECUTIVE SESSION MINUTES.**

**ADJOURNMENT**

On a motion by Archie Needam seconded by Avis Miller, the board voted unanimously to adjourn at 6:36 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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