

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

JUNE 24, 2020

On Friday, June 12, 2020 the Governor signed Public Act 100-0640, Senate Bill 2135 into law. This new law amends the Open Meetings Act to expressly authorize public bodies to meet remotely in certain circumstances without the otherwise required quorum present at the meeting place. The law became effective immediately. The new law requires the head of the public body determine that an in-person meeting is not practical or prudent because of a disaster. At least one member of the public body or the Chief Administrator Officer or the Chief Legal Officer must be physically present at the meeting place unless it isn't feasible because of that disaster. Michaela Haberkern is present at the library. The library is partially open today, so it is feasible for her to be there. The meeting will be recorded and will be available on the library's website for 30 days and will be archived in our Administrative Offices thereafter. The meeting was held via Zoom and viewable on the library's Facebook page.

CALL TO ORDER: at 6:06 p.m.

Present: Trustees Delia Nila Basile Jeffrey Butler, Joe Filapek, Melinda Riddick, Eva Serrano, Andrew Smith

Absent: John Savage

Two Vacancies

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Director of Neighborhood Services Heather Sturm, Senior Manager of Administration Kathleen Fennell, Human Resources Manager Brenda Blough, Communication Manager Miriam Meza-Gotto, Administrative Assistant Kim Gautschi

President Andrew Smith stated in accordance with the Government Emergency Administrative Act PA100-0640, the Aurora Public Library Board of Directors find an in-person meeting is not practical or prudent and believes it is in the library's best interest to hold a virtual meeting to perform our essential business.

ADDITIONS/CHANGES TO THE AGENDA: Under New Business, the MOU regarding Shared Services is listed as an action item. We are not yet ready to act on it. It will be for discussion only tonight.

MINUTES OF MAY 27, 2020 BOARD MEETING:

Joe Filapek moved, seconded by Eva Serrano, to approve the minutes of the May 27, 2020 board meeting as amended with the correction of the date under the *Approval of April-May bills*, stating the period of time that those bills are approved for, specifically in the year listed.

Roll call on motion:

Yes: Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Basile, Savage

Two Vacancies

STAFF REPORTS:

Executive Director: Michaela Haberkern followed up on questions from the last meeting on demographic information regarding the township areas that are not within the city limits. Neither the City of Aurora, Aurora Township nor any other agency we talked to compile the type of demographic information that we are looking for. We would have to do it ourselves, census block by block. At this point, that information is dated. Michaela Haberkern suggested we gather this information when the Census releases it from the 2020 Census. Jeffrey Butler advised the Aurora Township also serves part of North Aurora and Montgomery and that in addition, there are six different townships that include part of Aurora.

It was noted for the record Delia Nila Basile joined the meeting at 6:12 p.m.

Michaela Haberkern updated us on the library's re-opening plans. The draft re-opening plan introduced last month envisions the library's next phase beginning on July 13. The library will be open for public browsing for the first time since March 13. Details are being finalized, but we will have metered access, special hours for vulnerable populations, evening hours, and limited seating. Masks will be required. These accommodations will be based on state guidance for Phase 4 opening. We are excited to welcome back the public to our libraries.

Deputy Director Tom Spicer updated the board on our latest phase of service, Public Computing. Our Computer Appointment Service launched Monday, June 15.

Computing services are by appointment only. These are 1-hour sessions and computer keyboards are sanitized in between sessions and users. We have washable keyboards which allows sanitizing and safety for customers. Staff offer remote assistance using Microsoft Remote Desktop Assistance software. Computer assistants sit behind plexiglass and use this remote desk top assistance to virtually peek in at the screen after a privacy message is shared. The public and computer assistants can have a virtual chat, initiated with a hand raised.

We have had 228 reservations made in the two weeks since this phase began. We have six computers available each at Santori & Eola and four at West. We are also offering printing, fax and scanning for customers to be picked up through the drive-thru or curbside pickup.

Heather Sturm updated the board on materials returns. In March, we asked customers to hang on to their items in order to give us time to work on how we would accept materials return. Based on guidelines shared by RAILS, CDC and Institute of Museum and Library Services, we are quarantining materials for 72 hours before returning them to the shelves. We will begin holding return events this week. These events will be scheduled times when customers can drive through the parking lots and return books. We will have staff outside with large rolling bins to collect materials and roll them back into quarantine. We are promoting these return events through Social Media coverage, Instagram and Facebook, and an email blast went out which reaches approximately 4,000 people. Customers have been proactive in asking when returns

will be accepted. Curbside pickup may become a regular part of our service. It has been a big convenience and very popular.

Public Comments: A community member commented that he hopes the library opens next week, noting that restaurants are open with appropriate social distancing and face masks. He further observed that the Chicago Public Library opened over a week ago and he believes it is time to open the Aurora Public library with proper procedures.

NEW BUSINESS:

Approval of May-June Bills

Jeffrey Butler moved, seconded by Joe Filapek to approve the monthly expenditures as listed on the Authorization Sheet for the period May 28, 2020 to June 24, 2020 in the amount of \$706,603.79

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Two Vacancies

Motion Carried

PAYMENT OF BILLS 5-28-20 TO 6-24-20 APPROVED

Memo of Understanding-Shared Services

When the library began discussions with the City about becoming a Library District, we also had talks with them about continuing to provide some services for us for a limited period time so we can transition in an orderly way. The Memo of Understanding is the first step in the process. Last night City Council approved a resolution authorizing them to enter into agreements with the new Aurora Public Library District. We should have an MOU for the board to approve this summer.

Library District – Update

The Kane County Circuit Clerk approved our petition to become a Library District on June 5, 2020 and the Aurora Public Library District begins operations on July 1, 2020. This is an important and positive step for our library and community. Michaela Haberkern and Kathy Fennell met with Roger Ritzman last week to get started on a budget and appropriations ordinance, which will be presented to Finance Committee in July so we can meet our statutory deadlines. We also received information on the election of trustees. Staff will put together a public program so anyone that is interested will have the information they need. Roger Ritzman will attend our next board meeting to give an overview of what will change right away, what will not change and to answer any questions you may have.

Andrew Smith offered congratulations to Michaela Haberkern and staff for the countless hours put into this. This is a massive accomplishment and sets the library up for not only for 2020 but for the future. Joe Filapek seconded these sentiments and added our relationship with the City is very important and we are partners for the long term.

Equity and Inclusion Statement

The board believes it is important and appropriate to make a statement on behalf of the Board of Directors and library itself regarding the civil rights movement and social justice.

Andrew Smith drafted a statement and read it to the board. Upon discussion, it was noted our statement must be followed up with action.

Joe Filapek agreed it is important for the library and board to put out a statement.

Jeffry Butler offered feedback that the statement should be more action oriented, and suggested adding a pillar to the strategic plan, working with community partners to re-convene study circles, and asked staff to report regularly back to the board on actions taken.

Eva Serrano and Delia Nila Basile agreed on the need for a statement and for action steps to follow. After discussion, the board agreed to certain changes to the statement presented.

Aurora Public Library Equity and Inclusion Statement

The Aurora Public Library and the Board of Trustees stand, in solidarity, against any and all forms of racism, brutality and hate. The unjust and senseless murder of black people and people of color, cannot, and will not, be tolerated. These deaths betray the foundations of the United States and the promise of “justice for all.”

May the loud cry of racial inequality and injustice deafen our ears and ignite real and transformative change.

This, however, will not happen until we look inward and hold ourselves, and others, accountable. We are responsible. Now is the time to demand real reform from all levels of government.

The fundamental mission of all public libraries is to create equity in our society by providing access to library materials, information and enrichment activities for everyone. We want to equip and empower all people through literacy and the arts.

We must not be deterred in our pursuit of racial equality and justice as these pursuits will impact and shape many generations to come. The library is and will remain committed to a program of action to support racial justice. Join us we better ourselves and our community.

Eva Serrano moved, seconded by Delia Nila Basile to continue to approve and adopt the Equity and Inclusion Statement as amended by adding the sentence, *the library is and will remain committed to a program of action to support racial justice.*

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Two Vacancies
Motion Carried

EQUITY AND INCLUSION STATEMENT APPROVED AND ADOPTED

ADJOURNMENT

Joe Filapek moved, seconded by Delia Nila Basile, to adjourn to Executive Session at 7:04 p.m. to discuss 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))

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Two Vacancies

Motion Carried

ADJOURNMENT TO EXECUTIVE SESSION APPROVED

Eva Serrano moved, seconded by Delia Nila Basile, to return to Open Session 8:07

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Two Vacancies

Motion Carried

MOTION TO RETURN TO OPEN SESSION APPROVED

ADJOURNMENT

Joe Filapek moved, seconded by Melinda Riddick, the board voted unanimously to adjourn at 8:08 p.m.

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: None

Absent: Savage

Two Vacancies

Motion carried.

ADJOURNMENT

CERTIFIED TO BE A TRUE COPY

Secretary, Board of Directors

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