

**Yorkville Public Library**  
Board of Trustees  
Monday, June 10, 2019, 7:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:02pm by President Darren Crawford, roll was called and a quorum was established.

**Roll Call:**

Wamecca Rodriguez-present, Russ Walter-present, Susan Chacon-present, Darren Crawford-present, Ryan Forristall-present, Theron Garcia-present, Jason Hedman-present

Absent: Krista Danis

**Others Present:**

Library Director Elisa Topper, Technical Services Director Dixie DeBord, Judy Somerlot-Friends of the Library, Aaron Stoeckel-Aurora Sign Company, Carol Kicker-Kylynn's Ridge

**Recognition of Visitors:** President Crawford recognized the library staff and guests present.

**Amendments to the Agenda:** None

**Minutes:** May 13, 2019

Mr. Crawford moved and Mr. Hedman seconded the motion to approve the minutes as presented.

Roll call: Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes. Carried 7-0.

**Correspondence:** None

**Public Comment:** None

**Staff Comment:** None

**Report of the Treasurer:**

Treasurer Chacon said the budget is one month into the new FY and almost \$10,000 in development fees have been received. The invoice for a chiller part will be forthcoming and there were three payrolls in May. Imprinted items questioned by Mr. Crawford were for giveaways.

**Payment of Bills**

A motion was made by President Crawford and seconded by Trustee Garcia to pay the bills as follows:

\$36,536.70 Accounts Payable  
\$57,162.07 Payroll  
\$93,698.77 TOTAL

Roll call: Walter-yes, Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes. Carried 7-0.

### **Report of the Library Director:**

1. Ms. Topper reported on the cost of chiller repairs and reduction in bill from Daikin resulting from a letter she wrote to them.
2. Summer reading program titled "It's Showtime".
3. Multi-cultural theme for Friday storytime, storytellers are all volunteers.
4. Working with Park District to prepare patio area for Boy Scout project.
5. Received reimbursement (over \$1,900) from Konica for microfilm reader part.
6. Submitted application for \$500 grant for Financial Literacy. Will hold programs for children, breakfast for various senior groups with program on Social Security and a night program regarding retirement preparation.
7. Met with Facilities Managers Group with electric doors being one topic. Library doors malfunctioned that day and newly acquired repair company's name was contacted. Discussed possible maintenance contract for doors and HVAC. Mr. Hedman asked about assistance from city maintenance person or calling another company for cost estimates. Mr. Forristall gave professional opinion and will assist in making company recommendation.

**City Council Liaison** No report

**Standing Committees:** No committee meetings

### **Unfinished Business:**

#### **Digital Sign**

Mr. Aaron Stoeckel of Aurora Sign Company presented new digital sign designs per the Board's request and said the price is unaffected. Mr. Walter noted that the Park District suggested they could help with the sign cost in exchange for sharing content. Mr. Stoeckel said the sign size is slightly over the allowed ordinance, however, there has been initial approval from the city. There were various questions and comments offered about the new sign. President Crawford took a preliminary voice vote on the preferred sign and then made a proposal to adopt sign example #7 from Aurora Sign Company at a cost of \$24,994 which is being paid from a donation. Mr. Walter seconded, pending city approval of the design.

Roll call: Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes. Carried. 7-0.

#### **Mini-Golf Event**

Ms. Somerlot gave the Board an informational notebook with all details needed to organize the mini-golf event. The Board discussed the possibility of hiring a coordinator or staff member to organize the event and pay hourly or by stipend. The Board thanked Ms. Somerlot for all the time and hard work she invested in this event.

#### **E-Rate Discussion**

Mr. Walter reported on the e-rate program and said the bid process begins at the beginning of July for internet service. Discussed were technical details of the program, bandwidth, wi-fi upgrade, router speed, etc. Mr. Hedman asked if Comcast could provide utilization results for the library. Board members discussed increasing the speed of the wi-fi and the eventual reimbursement through the e-rate program. Mr. Walter will inform the e-rate representative what equipment the Board wants along with specs.

#### **Strategic Plan Review & Discussion**

Mr. Hedman compiled the objectives from Ms. Topper and from the discussion last month. Mr. Walter suggested a possible goal of replacing all the library lights with LED lights. It was decided to send

this matter to the Facilities Committee for discussion. Ms. Topper asked if computer classes could go forward and it was stated that wi-fi can be improved separately in that area if needed. Ms. Garcia made a motion and Mr. Walter seconded to approve the strategic plan as presented.

Roll call: Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Forristall-yes. Carried 7-0.

**New Business:**

**Nomination of Officers**

The following slate of officers was determined with the vote occurring at the July meeting:

Darren Crawford-President

Theron Garcia-Vice President

Wamecca Rodriguez-Secretary

Susan Chacon-Treasurer

**List of Community Partnerships**

Ms. Topper presented the list for review.

**Additional Business:** None

**Executive Session:** None

**Adjournment:**

There was no further business and the meeting adjourned at 8:17pm on a motion by Mr. Crawford and second by Mr. Walter.

Minutes respectfully submitted by  
Marlys Young, Minute Taker