

**Messenger Public Library of North Aurora Library Board of Trustees
Committee of the Whole | Planning Meeting Minutes April 27, 2017 7:00 p.m.**

Call to Order:

President Treest called the meeting of the Messenger Public Library Committee of the Whole Planning Meeting to order at 7:02 p.m.

Roll Call: Trustee Secretary Sparks called the roll: Attending: President Marguerite Treest, Vice President Mary Beth Hutches Treasurer Tanya Berley, Trustee Secretary Corinn Sparks and Trustees Jim Hicks and Mary Steed.

Absent: Trustee Justin Kline.

Members of the public in attendance: None.

Administrator Davis reminded Library Trustees that the Village of North Aurora Board would be presenting to the Library Board President a Proclamation recognizing the 80th year anniversary of the founding of the Library. The Village Board would be presenting the Proclamation during the Monday May 1st Village Board Meeting. Davis encouraged Board members to attend this Village Board Meeting. The meeting starts at 7:00 p.m.

Davis also announced that the Library would be closed on Friday May 5th for the entire day for training. Previously this was to have been a half day closing. Davis mentioned that the staff needs time to recollect themselves and to work on items and discussions as it relates to the new service models for the User Services Department.

The annual FY 2018 final draft working budget was reviewed by the Library Board of Trustees. The proposed projection for the Levy amount and also the Budget and Appropriation document figures were reviewed by the Library Board. The possible projection of 2.1% increase in keeping with the current PTELL Law was mentioned. Davis also informed the Board of additional funds that the Board could levy for due to 'new construction' property potentially being added to the tax rolls within the upcoming tax year. Davis would work on the final Budget and Appropriation document and have it ready for Board approval for the May 11, 2107 upcoming regular monthly Board meeting for final further discussion and approval. The final Levy document will be available later in the fall and prior to it being needed by the Village Board to pass through to the County for filing.

Administrator Davis reviewed a draft of upcoming Library goals for FY 2018. The Trustees asked several questions with regard to the goals proposed. One of the largest projects will be to fill four current vacant positions for staffing. New work procedures need to be refined and worked upon for the newly created User Services Department that is composed of the staff of the Adult and Circulation Service Departments. The staff will work on migrating computer software and patron catalog and account information from the MAGIC Library Computer Consortium to the SWAN Consortium by the end of FY 2018. Davis noted that it will be a large undertaking. Another project is the replacement of the exterior parking lot and driveway entrance lighting with LED fixtures. Davis mentioned that the bid opening for this will occur on Tuesday May 2, 2017 at the Village Hall seeing as the Library bid was an 'alternate bid' for the Village's LED street lamp replacement project.

There were no additional questions placed before Administrator Davis or Board members in regards to the agenda items or provided material.

The Committee of the Whole Planning Meeting adjourned at 7:50 p.m.