

**Yorkville Public Library**  
**Special Board Meeting**  
**Monday, August 21, 2017, 7:00pm**  
**902 Game Farm Road – Michelle Pfister Meeting Room**

The meeting was called to order at 7:00pm by President Russ Walter.

**Roll Call:**

Russ Walter-yes, Susan Chacon-yes, Darren Crawford (arr. 7:30pm), Krista Danis-yes, Theron Garcia-yes, Carol LaChance-yes, Wamecca Rodriguez-yes

Absent: Jason Hedman

**Others Present:**

Shelley Augustine, Director Adult Services	Jennette Weiss, Library Staff
Dixie DeBord, Director Tech Services	Cheryl Knox, Library Staff
Joan Knutson, Library Staff	Sharyl Iwanski, Library Staff
Becki Sallee, Library Staff	Jessica Faedtke, Library Staff
Barbara Manning, Library Staff	

**Recognition of Visitors:** President Walter recognized the guests.

**Amendments to the Agenda:**

President Walter asked to add two items: the Daikin quote and Library Director candidate's concerns. It was ultimately decided to discuss the concerns in Executive Session. An Executive Session was added to the meeting agenda.

**Minutes:** none

**Public Comment:** None

**Staff Comment:** none

**New Business:**

**Discuss the Board's Director Decision**

Ms. LaChance stated that Ms. Elisa Topper had been offered the Director position since she met all the qualifications and scored highest in the ratings. Ms. Garcia had compiled a chart based on ratings from the Board and staff, which she then briefly reviewed. All three finalists had Director experience.

Concerns were raised that the candidate lives a great distance from the library in the event of emergency situations, however, it was noted a decision cannot be based on that factor. It was stated that Mr. Walter is the backup person for after-hour situations, but the list should be updated when the new Director is hired.

Board members also noted that potential Directors often change jobs frequently to gain the experience they need to move into that position.

Ms. Rodriguez pointed out that the area is growing and the library needs rebranding. She said some people patronize other libraries and negative comments about the library were recently placed on social media by respondents to an original patron post. A library staff member who interacted with this person said all options had been offered to the patron. Ms. Garcia agreed that the rebranding is important and pointed out a situation where a new resident was not aware of the library and went to another library.

Staff also said community involvement is needed from the Director. Mr. Walter stated community relationships and creative funding are two of Ms. Topper's strengths.

The recent City proposal, possible future district library and Board finances were also briefly discussed. It was noted that the City Finance Director currently compiles all the financial information for the Board.

Ms. Rodriguez suggested a postcard or new patron/welcome package is needed. Mr. Walter said the library e-newsletter should be sent to more people, however, it requires recipient permission. President Walter suggested the Director could work with realtors to possibly obtain potential new patron information.

In conclusion, the Board encouraged future staff input and that the Director will be re-evaluated after 90 days. Most library staff then departed the meeting.

### **Unfinished Business:**

#### **Daikin Control Box Quote**

President Walter said he had spoken with a Daikin rep after the August 14<sup>th</sup> Board meeting and the rep suggested the control box be replaced. Daikin agreed to inspect the entire unit and give two hours of free diagnostic time to insure the unit is functioning. Since this item was not on the agenda, it was decided to approve the expense in September. If a malfunction occurs prior to the next meeting, the staff was authorized to call for repair. Mr. Walter will ask the Daikin rep to honor the quote until the next meeting.

### **Executive Session:**

At approximately 8:01pm President Walter made a motion and Ms. LaChance seconded, to move into Executive Session. Mr. Walter read the reason for the session as follows: For the appointment, employment, compensation, discipline, performance or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity.

Roll call: Chacon-yes, Crawford-yes, Danis-yes, Garcia-yes, LaChance-yes, Rodriguez-yes, Walter-yes. Passed 7-0.

At approximately 8:41pm the Executive Session concluded on a motion by Ms. LaChance, second by Mr. Crawford, and approved on a voice vote, after which the regular meeting resumed.

**New Business cont.**

Ms. LaChance made a motion to authorize the Board of Trustees President to negotiate with the Library Director candidate regarding her employment offer. Ms. Garcia seconded the motion. Motion approved on a unanimous voice vote.

**Adjournment:**

There was no further business and Ms. LaChance moved to adjourn the meeting and Mr. Walter seconded. Unanimous voice vote approval. Adjourned at 8:43pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker