

**A RESOLUTION ADOPTING AND RECOGNIZING THE PAID HOLIDAY  
SCHEDULE FOR THE CALENDAR YEAR OF 2016**

**18 November 2015**

**Resolution No. 2015-11**

**RECITALS**

WHEREAS, the Aurora Election Commission (“ELECTION COMMISSION”) is a government entity, organized and existing pursuant to the Election Code, 10 ILCS 5/1-1, *et seq.*; and

WHEREAS, the ELECTION COMMISSION is authorized and empowered, pursuant to the Illinois Election Code, 10 ILCS 5/1-1, *et seq.*, to pass resolutions for the purpose of carrying out its statutorily enumerated duties and responsibilities and those powers reasonably inferred therefrom; and

WHEREAS, the ELECTION COMMISSION seeks to inform and provide its staff and the registered voters of the City of Aurora of the holidays in which the ELECTION COMMISSION will be closed and the staff will receive compensation; and

WHEREAS, the ELECTION COMMISSION remains open during many holidays that banks, State Government, Federal Government and County Government observe; and

WHEREAS, the ELECTION COMMISSION acknowledges the importance of notifying the public of holiday closers so that residents can conveniently register to vote; and

WHEREAS, the ELECTION COMMISSION seeks to close its office in observance of the following holidays: News Year’s Day, January 1, 2016; MLK , January 18,2016; Spring Holiday March 25, 2016; Memorial Day, May 30, 2016; Independence Day, July 4, 2016; Labor Day, September 5, 2016; Veterans Day, November 11, 2016; Thanksgiving, November 24, 2016; the Friday after Thanksgiving, November 25, 2016; Christmas Day, December 25, 2016(observed December 26, 2016); and

WHEREAS, the ELECTION COMMISSION seeks to keep its Office open for a half day in observance of the following holidays: Christmas Eve, December 23, 2016(observed); New Year’s Eve, December 30, 2016(observed); and

WHEREAS, the ELECTION COMMISSION shall post the holiday closures on its website and post a sign, no less than two (2) business days prior to the holiday, informing the public of the

closure; and

WHEREAS, the ELECTION COMMISSION finds that the suggested holiday dates would comport with the practice among private enterprises and public entities and would not deleteriously affect the services the ELECTION COMMISSION renders to the residents of the City of Aurora; and

WHEREAS, the ELECTION COMMISSION finds that it is in the best interest of the ELECTION COMMISSION and the citizens of the City of Aurora to adopt a formal Holiday Schedule.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Election Commission, as follows:

1. That the recitals set forth above are incorporated herein and made a part hereof.
2. That the Board of Commissioners hereby adopts and recognizes the Holiday Schedule in which the ELECTION COMMISSION will close its Office in observance of the following holidays: News Year's Day, January 1, 2016; Martin Luther King Day, January 18, 2016 (unless a Consolidated Primary required; Office will be open); Spring Friday, March 25, 2016; Memorial Day, May 30, 2016; Independence Day, July 4, 2016; Labor Day, September 5, 2016; Veterans Day, November 11, 2016; Thanksgiving Day, November 24, 2016; the Friday after Thanksgiving Day, November 25, 2016; Christmas Day, December 25, 2016(observed December 26, 2016).
3. That the Board of Commissioners hereby adopts and recognizes the Holiday Schedule in which the ELECTION COMMISSION will remain open for a half day in observance of the following holidays: Christmas Eve, December 24, 2016; New Year's Eve, December 31, 2016.
4. That the ELECTION COMMISSION shall pay its employees the appropriate holiday benefit, which is based on the average work hours scheduled per week.
5. The Personnel Policy pertaining to the day before and the day after a holiday schedule shall apply.
6. That the ELECTION COMMISSION shall post the holiday schedule on its website.
7. That the ELECTION COMMISSION shall post a sign no less than two (2) days before the Office closing informing the residents of the closing.
8. That all resolutions, or parts thereof, in conflict with the provisions of this Resolution

are, to the extent of such conflict, hereby repealed.

9. That this Resolution shall be in full force and effect from and after its passage, approval and publication, in the manner provided for by law.


10. That the Executive Director is hereby directed to transmit a certified copy of this Resolution to the Attorney for the Election Commission at 400 S. Knoll, Unit C, Wheaton, Illinois 60187.

11. The Executive Director is hereby directed to transmit a certified copy of this Resolution to the Office of the Chief Judge of the Sixteenth Judicial Circuit, 37W777 Route 38, St. Charles, Illinois 60175.

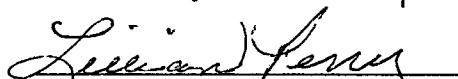
PASSED AND APPROVED by the Board of Election Commissioners of the Aurora Election Commission this 18th day of November, 2015.

APPROVED:


BY:

  
Leah Anderson, Chairman

  
Mike McCoy, Vice Chair

  
Lillian Perry, Secretary

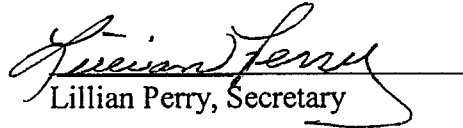
ATTEST:

BY:  
  
Lillian Perry, Secretary

AYES: 03  
NAYS: - 0 -  
ABSENT: - 0 -

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the Secretary of the Aurora Election Commission, Aurora, Illinois, and that the foregoing is a true, complete and exact copy of Resolution No. 2015-11, passed and approved on November 18, 2015, as the same appears from the official records of the Aurora County Election Commission.

  
Lillian Perry, Secretary



# Board of Election Commissioners

OF THE CITY OF AURORA, ILLINOIS 60506  
323 WEST GALENA BOULEVARD  
TEL: 630-897-4030 – FAX: 630-897-4060  
[www.auroravotes.org](http://www.auroravotes.org)

**Commissioners:**

Leah Anderson- *Chairman*  
Michael McCoy-*Vice Chairman*  
Lillian Perry -*Secretary*

Hon. Thomas E. Mueller  
*Circuit Judge*  
Patrick K. Bond  
*Legal Counsel*  
Linda M. Fechner  
*Executive Director*

TO: Commissioners of the Aurora Board of Election Commissioners  
FROM: Linda M. Fechner, Executive Director  
SUBJECT: Approved Holidays for 2016  
DATE: November 18, 2015

**PURPOSE:**

This is to schedule for the 2016 Calendar year the holidays that the office will observe by being closed and paying staff the appropriate holiday pay. If a scheduled Election prevents the office from closing, the staff will receive the day's pay plus the holiday pay.

**BACKGROUND:**

The Aurora Election Commission will close the office and staff to be paid the appropriate holiday benefit. Appropriate is based on average hours schedule per week. The employee will have met the office policy regarding the day before and day after holiday schedule. The Election Commission does maintain a website and it will be posted as the holidays for the year that will be observed as well as a reminder notice as each holiday approaches. There will also be a sign posted no less than two (2) business days that the office will be closed for the holiday and when the office will reopen to the public.

**RECOMMENDATION:**

That the Board approve from the following days as paid holidays in which the office will be closed for the 2016 Calendar Year. The office will be open for voting under any mandated voting hours.

New Years Day (Observed January 1, 2016)  
MLK January 18, 2016  
Spring Friday March 25, 2016  
Memorial Day (May 30, 2016)  
Independence Day July 4<sup>th</sup>, 2016  
Labor Day (September 05, 2016)  
Veterans Day (November 11, 2016)  
Thanksgiving (November 24, 2015)  
Friday after Thanksgiving (November 25, 2016)  
Christmas Eve ½ day (December 23, 2016)  
Christmas Day (December 26, 2016)  
New Years Eve ½ day (December 30, 2016)

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Hon. Thomas E. Mueller  
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 Linda M. Fechner  
 Executive Director

Commissioners:  
 Leah Anderson - Chairman  
 Michael McCoy - Vice Chairman  
 Lillian Perry - Secretary

## SCHEDULE OF BOARD MEETINGS – 2016

Be it resolved that, except as noted below, the regular monthly meetings of this Board shall be held on the last Wednesday in each month hereafter in the Office of the Board of Election Commissioners, City of Aurora, Kane, Kendall and Will Counties, Illinois, to convene at the hour of 5:00 p.m. and that special meetings shall be held upon the call of the Chairman or any of the two members of this Board, upon giving at least twenty-four (24) hours notice to all members of the Board, verbally and in writing, such special meetings to be held in the aforesaid office unless otherwise designated by a majority of the members of this Board. Notice of any special meeting may be communicated by the Executive Director or any one by her duly authorized if directed so to do by the Chairman or any two members, as aforesaid.

Specific meeting dates for 2016 are:

January 27	April 27	July 27	October 26
February 24	May 25	August 31	November 16*
March 30	June 22	September 28	December 21*

Be it further resolved that any legal voter of the City of Aurora, or a person representative of a party or candidate, shall be permitted to speak before any regular meeting of this Board for a period of not to exceed three (3) minutes provided no more than ten (10) persons shall be permitted to speak at any one regular meeting and provided no such speaker shall be permitted to speak unless notice of intent to so speak together with the subject matter of such speech shall be filed in writing in the office of this Board at least three working days prior to the convening of such regular meeting.

November 18, 2015

Linda M. Fechner  
 Executive Director

Leah Anderson, Chairman  
 Michael McCoy, Vice Chairman  
 Lillian Perry, Secretary

\*changed due to holiday schedule