



**AURORA PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
BOARD OF LIBRARY TRUSTEES
December 15, 2021**

CALL TO ORDER: 6:00 p.m.

Present: Trustees Ryan Cytryn, Joe Filapek, Paul LaTour, Sandeep Londhe, Matthew Orr, Melinda Riddick, Suzanne Stegeman

Absent: None

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Director of Neighborhood Services Heather Sturm, Finance Manager Shelby Pratt, Human Resources Manager Brenda Blough, Digital Services Manager Himanshu Trivedi, Administrative Assistant Kim Gautschi

ADDITIONS/CHANGES TO THE AGENDA: None

MINUTES OF NOVEMBER 17, 2021 BOARD MEETING:

Ryan Cytryn moved, seconded by Paul LaTour, the board voted unanimously to approve the minutes of the November 17, 2021 Board Meeting.

All in Favor

Motion Carried

BOARD MEETING 11-17-2021 MINUTES APPROVED

EXECUTIVE DIRECTOR'S REPORT: Michaela Haberkern thanked the board for their patience as the library worked through IT issues last week related to the Log4Shell vulnerability and the enormous volume of malicious traffic through the fiber network linking Santori to the branches. The APLD Foundation raised nearly \$51,000 in its December 4 Dueling Pianos Gala. Laura Stoney will update the board soon on the Foundations plans for 2022. Michaela also thanked Shelby Pratt for all his hard work implementing new finance and accounting software, working through the budget and levy process, and finalizing our separation from the City of Aurora.

DIGITAL SERVICES UPDATE:

Himanshu Trivedi, Sr. Digital Services Manager, presented the board with an overview of our Digital Services Department highlighting our Library Technology, Makerspace, Community Partnerships and Workshops.

PUBLIC COMMENTS: None

NEW BUSINESS:

Shelby Pratt, Finance Manager, gave the board an overview of the library's current financial position and explained the current expenditure reports to the board. In response to a few questions on the bills and a request to speak briefly about our software subscriptions, Shelby explained the library spends approximately \$623,000 annually on software which falls into several large categories. We spend about \$200,000 per year on subscription databases for the public, \$193,000 on software to manage and circulate the collection, almost \$100,000 on software related to our networks and IT infrastructure, \$85,000 on productivity software like Office and Adobe and specialized programs like WebDewey for cataloging, including payroll and accounting software and about \$45,000 on software

to help communicate with the public directly like Patron Point and indirectly like Communico, our events and program calendar.

Approval of November-December Bills

Suzanne Stegeman moved, seconded by Sandeep Londhe to approve the monthly expenditures as listed on the Authorization Sheet for the period November 18, 2021 to December 10, 2021 in the amount of \$960,229.97.

Roll call on motion:

Yes: Trustees Cytryn, Filapek, LaTour, Londhe, Orr, Riddick, Stegeman

No: None

Abstain: None

Absent: None

Motion Carried

PAYMENT OF BILLS 11-18-21 TO 12-10-21 APPROVED

Draft Audit Presentation

Jim Salvio from Sikich LLP presented the audit report for the first half of 2020 and a draft report for fiscal year 2020-2021. Sikich is awaiting information from the City of Aurora before finalizing FY 2020-2021, and expects to have a final report for board approval in February 2022.

Per Capita Grant Application Review

Michaela discussed with the board the library's Per Capita Grant application to the Illinois State Library. These grants are awarded to nearly every public library in the state and are given on a population basis at a rate of \$1.475 per person in the service area. Population counts are determined by the most recent US Census. This grant represents the library's major source of non-property tax revenues on a yearly basis.

ADJOURNMENT

Matthew Orr moved, seconded by Ryan Cytryn, the board voted unanimously to adjourn at 7:11 p.m.

All in favor

Motion carried

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**

Secretary, Board of Trustees

Kg