



**AURORA PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
BOARD OF LIBRARY TRUSTEES
JULY 27, 2022**

CALL TO ORDER: 6:00 p.m.

Present: Trustees Ryan Cytryn, Joe Filapek, Matthew Orr, Melinda Riddick, Suzanne Stegeman

Absent: Paul LaTour, Sandeep Londhe

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Finance Manager Mark Salem, Human Resources Manager Brenda Blough, Administrative Assistant Kim Gautschi

ADDITIONS/CHANGES TO THE AGENDA: The Tentative Budget & Appropriations Ordinance was moved to after the approval of June/July bills.

MINUTES OF THE JUNE 22, 2022 BOARD MEETING:

Matthew Orr moved, seconded by Ryan Cytryn, the board voted unanimously to approve the minutes of the June 22, 2022 board meeting.

All in Favor

Motion Carried

BOARD MEETING 6-22-2022 MINUTES APPROVED

EXECUTIVE DIRECTOR'S REPORT:

Michaela announced President Joe Filapek has been named Trustee of the Year by the Illinois Library Association for his work at Aurora Public Library District as well as his work on the ILA Executive Board. This is an award given for contributions to local library and library system activities, involvement on the state and national level, and for notable leadership qualities. Joe will receive his award October 18 at the ILA Annual Conference.

Michaela updated the board on library usage statistics, expanding library open hours, and a delay in the delivery date for the new bookmobile.

FINANCE COMMITTEE REPORT:

Melinda Riddick reported the Finance Committee met July 19th to discuss the Budget and Appropriations Ordinance, the Certified Estimate of Revenues, the state of the operating reserve, a possible end-of-year transfer to our Special Reserve Fund, and to hear an investment strategy update from Mark Salem. The discussion of the Budget and Appropriations Ordinance and the Certified Estimate of Revenues was deferred to New Business. The committee is not recommending an additional transfer to the Special Reserve Fund at this time.

POLICY AND PERSONNEL COMMITTEE REPORT: Matthew Orr reported the Policy and Personnel Committee met on July 12 to review the Internet and Computer Use Policy and to continue the process of reviewing the Employee Handbook.

Discussion on the Internet and Computer Use Policy was deferred to New Business.

PUBLIC COMMENTS: Two community members spoke to the board regarding LinkIn and general approval of library operations.

NEW BUSINESS:

Approval of June-July Bills

Finance Manager Mark Salem updated the board on an overview of the library's current financial position and expenditures.

Ryan Cytryn moved, seconded by Suzanne Stegeman to approve the monthly expenditures as listed on the Authorization Sheet for the period June 23, 2022 to July 27, 2022 in the amount of \$1,451,156.98.

Roll call on motion:

Yes: Cytryn, Filapek, Orr, Riddick, Stegeman

No: None

Abstain: None

Absent: LaTour, Londhe

Motion Carried

PAYMENT OF BILLS 6-22-22 TO 7-27-22 APPROVED

Adoption of Budget and Appropriations Ordinance in Tentative Form

Melinda Riddick outlined the Budget and Appropriations Ordinance in Tentative Form for the board. The Finance Committee recommends that the full board adopt this ordinance.

Melinda Riddick moved, Matthew Orr seconded to approve the Budget and Appropriation Ordinance in Tentative Form.

Roll call on motion:

Yes: Cytryn, Filapek, Orr, Riddick, Stegeman

No: None

Abstain: None

Absent: LaTour, Londhe

Motion Carried

ADOPTION OF BUDGET AND APPROPRIATIONS ORDINANCE IN TENTATIVE FORM APPROVED

Local History and Genealogy Services

Cailín Cullen, Genealogy & Community History Librarian, addressed the board about the collections, services and resources available in the Local History Center. Cailin also touched on how the library's commitment to equity, diversity and inclusion plays out in the history we create and preserve.

Strategic Plan Process

Michaela discussed with the board the history of our current strategic plan and outlined a process to develop a new one. Joe Filapek will be reaching out in the coming weeks to form a Strategic Plan Ad-Hoc Committee, which will guide this effort.

Certified Estimate of Revenues

Melinda discussed the Certified Estimate of Revenues with the board. This item will be on the August agenda for approval.

Internet and Computer Use Policy

Paul discussed the light revision of the policy with the board. The Committee recommends that the full board approve this policy.

Ryan Cytryn moved, seconded by Melinda Riddick to approve the Internet and Computer Use Policy as presented.

Roll call on motion:

Yes: Cytryn, Filapek, Orr, Riddick, Stegeman

No: None

Abstain: None

Absent: LaTour, Londhe

Motion Carried

INTERNET AND COMPUTER USE POLICY APPROVED

Matthew Orr left at 7:01 p.m.

Board Terms

Joe discussed a possible change to board terms with the board. Illinois library law provides that library district trustees serve six years by default, but the board can act to shorten the term to four years for newly elected members if they choose. The consensus was to defer this discussion until all board members are in attendance.

ADJOURNMENT

Suzanne Stegeman moved, seconded by Melinda Riddick, the board voted unanimously to adjourn at 7:10 p.m.

All in favor

Motion carried

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**

Secretary, Board of Trustees