

**MESSENGER PUBLIC LIBRARY OF NORTH AURORA
BOARD OF TRUSTEES MEETING MINUTES
September 14, 2023**

Call to Order: President Saperston called the meeting of the Messenger Public Library of North Aurora Board of Trustees to order at 7:04 pm.

Roll Call: President Saperston, Vice President Steed, Secretary Carlson, Trustee Cranford, and Trustee Bailey.

Via Zoom: Treasurer Berley and Trustee Hicks

Also attending: Director Shannon Halikias and Administrator of Business and HR Judy Jarvis

Staff attending: Department Heads Mary Malach and Michelle Kurczak

Public attending: None

Additions or changes to Agenda: None

Approval of Meeting Minutes: August 10, 2023, Regular Board Meeting minutes.

Vice President Steed motioned to approve the August 10, 2023; Regular Board meeting minutes as presented. Seconded by Secretary Carlson. All in favor. Motion carried.

Public Comments: None

Communications: Morton Arboretum and Aurora Area Interfaith Food Pantry

Treasurer's Report:

Treasurer Berley reported the following for the month of August:

A total net income was reported in the month of August of \$41,178.09.

Expenses in the amount of \$150,520.21 were disbursed. Current assets totaled \$3,043,165.89. Check numbers 17386-17427 and Electronic Funds Transfers in the amount of \$150,604.47 were written in August.

Trustee Hicks motioned to approve the Treasurer's report and file for audit. Seconded by Vice President Steed. All in favor. Motion carried.

Library Directors Report

Director Halikias briefly reviewed some of the highlights of her report to include:

- Professional Development
- Programming Policy
- Patio Installation update/Building and Maintenance updates
- Recent Area Bomb Threats and safety protocol

Director Halikias reported on several library maintenance and building and ground projects that have taken place in the month of August.

Director Halikias reminded Board members of the upcoming annual Trustee, Volunteer and Staff Brunch.

Library Department Reports

Business and HR Administrator, Judy Jarvis, reported that the final audit had concluded, and the auditors were pleased with the preparation of materials and documents from the library and record keeping for review.

Michelle Kurczak, Head of Youth and Teen Services, announced that August was a busy month as well and the department staff have been busy with programming and local school visits.

Ms. Kurczak announced that the North Aurora Mother's Club had recently disbanded, and she was saddened to learn of this. She was thankful for the opportunity to be associated with the group on behalf of the library.

Ms. Kurczak announced that the Lions Club was going to take over Operation Christmas this season as it is a very worthwhile cause and library partnership.

Mary Malach, Head of Circulation Services, indicated it was a busy summer, fun events have taken place and National Library Card sign up month takes place in September.

Ms. Malach gave a special note of thanks to her staff for coming up with some great displays and programs associated with National Library Card sign up month.

Ms. Malach was also happy to report that a complete inventory of all materials in the library is near completion. This has been a tremendous undertaking for staff, and she is pleased with the progress.

Old Business

- None

New Business

- Paid Benefits Projections for Calendar Year 2024-Action Required

Trustees reviewed benefit projections provided by LIMRICC for health insurance applicable in the calendar year 2024, and vote to reauthorize the plan.

Trustee Cranford motioned to approve to continue in calendar year 2024 authorization for PPO coverage for eligible staff in the amount of \$889.10 as presented by LIMRICC. Seconded by Trustee Bailey. Roll Call Vote: Ayes: Seven (7) President Saperston, Vice President Steed, Treasurer Berley, Secretary Carlson, Trustee Cranford, Trustee Hicks, and Trustee Bailey. Nays: None. All in favor. Motion carried.

- LIMRICC Proposed Intergovernmental Agreement Change Ballot-Action Required

The Board reviewed the ballot submission for the proposed intergovernmental agreement change, authorizing the President of the Board to sign in agreement.

The intergovernmental agreement simplifies the language of the governmental agreement.

Trustee Cranford motioned to approve the LIMRICC proposed intergovernmental agreement change ballot as presented. Seconded by Secretary Carlson. All in favor. Motion carried.

- LIMRICC Amended Intergovernmental Resolution Agreement-Action Required

The Board reviewed and voted on the amended intergovernmental agreement, authorizing the President of Board to sign on the behalf of MPL.

Trustee Cranford motioned to amend the LIMRICC intergovernmental Resolution Agreement authorizing the Board President to sign on behalf of the library as presented. Seconded by Vice President Steed. All in favor. Motion carried.

- Programming Policy MNG 23 Action Required

The Board reviewed the proposed new policy, Programming MNG 23, establishing the framework and philosophy for MPL programming.

Director Halikias indicated that this is the first policy for the library regarding programming.

The library provides a variety of programming to the community and this policy allows for broader openings for other venues and cultural programs.

Director Halikias mentioned that a great deal of time and input was brought forth in developing this policy along with the department head staff members.

Director Halikias was pleased with the result of the collaboration.

Secretary Carlson motioned to approve Programming Policy MNG 23 as presented. Seconded by Vice President Steed. All in favor. Motion carried.

Trustee Open Comments

Bailey: a well done and well covered meeting.

Cranford: attended the North Aurora Police Department community event and wanted to pass along that she overheard many great comments about the library. So many people indicated they love the library. Great support for the library from the community. Well done!

Carlson: pleased that a new look is taking place at some of the policies.

Saperston: Thank you to everyone for the continued hard work. Proud of what is being done at the library. Sad to hear of recent bomb threats in nearby communities.

Hicks: wonderful and informative meeting.

Berley: Pleased with all that is taking place at the library. Everyone does a great job!

Steed: always seeing something new and refreshing when coming in the library. The library looks very nice.

Adjournment of Regular Meeting

Vice President Steed motioned to adjourn the regular meeting. Seconded by Trustee Bailey. All in favor. Motion carried. Regular Meeting adjourned at 8:50 pm.