



Messenger Library Board of Trustees | Meeting Agenda
Thursday, May 11, 2023 | 7:00 p.m. | Library Conference Room

Meeting Notice

The regular monthly Board meeting of the Messenger Public Library Board of Trustees will be held on May 11, 2023, at 113 Oak Street in North Aurora, Illinois, 60542.

This meeting is open, and members of the public are welcome to attend. Any person who has a disability requiring accommodation to participate in this meeting should contact the Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.

1. Call to Order/Roll Call
2. Additions or changes to the agenda
3. Election of Board Officers – Action Required
The Board will elect and affirm officers of the Board of Trustees.
4. Approval of Meeting Minutes
 - a. Board Meeting Minutes – Regular Board Meeting April 13, 2023
 - b. Board Meeting Minutes – Committee of the Whole Tuesday April 25, 2023
5. Public Comments
6. Communications
7. Treasurer’s Report – Action Required
The Board will move to accept the Treasurer’s report and file for audit.
 - Budget vs. Actual
 - Monthly checking account summary
 - Monthly expense report
 - Monthly income report

- Statements of assets, liabilities, and fund balance

8. Library Director Report

- a. Departmental Reports

9. Old Business

10. New Business

- a. Rear Patio Installation Quote and Plan Review– Action Required

The Board will review the proposed drawings and quote for rear patio installation for programming on the rear lawn. Funding will be provided by the Community Foundation of the Fox River Valley.

- b. Meal and Rest Break Personnel Policy – Action Required

The Board will review the proposed revised meal, rest, and lactation break policy for library staff members.

- c. Booksale Policy– Action Required

The Board will review the new booksale policy for an ongoing booksale in the library.

- d. Audit Engagement Confirmation – Discussion

- e. Budget for Fiscal Year 23/24 - Discussion and Action Required

The budget for the fiscal year 23/24 will be discussed and may be adopted as necessary to secure operational funding for the library.

- f. Ordinance 1-23 - Budget and Appropriations Ordinance for FY 23/24 - Action Required

The annual ordinance denotes the budget and legal appropriation necessary to secure operational funding for the library. The ordinance is provided to the Village of North Aurora.

11. Trustee Open Comments

12. Items for next month

13. Adjournment

Public Comment: The Board of Trustees graciously welcomes public participation in a meeting. During the "Public Comment" portion of the agenda of the Library Board of Trustee meeting, the President of the Board shall recognize any person requesting to be heard. People speaking during the Public Comment are allotted (3) minutes and shall be permitted to speak during the Public Comment portion of the meeting only once. Citizens should address the Board president when speaking under the Public Comment portion of the Library agenda. Approved – 9/15