

**MESSENGER PUBLIC LIBRARY OF NORTH AURORA
BOARD OF TRUSTEES MEETING MINUTES
July 13, 2023**

Call to Order: President Saperston called the meeting of the Messenger Public Library of North Aurora Board of Trustees to order at 7:03 pm.

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

Absent: Trustee Hicks

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

Staff attending: Department Heads Dawn Ritter, and Michelle Kurczak

Public attending: Chris Hansen and Darlene Bailey

Additions or changes to Agenda: New Business Item B: Roof replacement Presentation by Chris Hansen of Kluber, Inc. to be followed by official appointment and oath of office of new board member.

Trustee Appointment-Action Required

The Board of Trustees voted to appoint Darlene Bailey to the Library Board of Trustees. Vice President Steed motioned to appoint Darlene Bailey to the library board of trustees. Seconded by Secretary Carlson. All in favor. Motion carried.

Roll Call Vote. Ayes: Five (5) President Saperston, Vice President Steed, Treasurer Berley, Secretary Carlson, Trustee Cranford. Nays: None. Absent: One (1) Trustee Hicks.

Secretary Carlson administered the oath of office and board members welcomed Ms. Bailey to the library board of trustees.

Approval of Meeting Minutes: June 08, 2023, Regular Board Meeting minutes.

Trustee Cranford motioned to approve the June 08, 2023; Regular Board meeting minutes as presented. Seconded by Treasurer Berley. All in favor. Motion carried.

Public Comments: None

Communications: President Saperston recognized a donation from the Conimur Reading Club.

Presentation: Roof Replacement Project-Chris Hansen of Kluber, Inc.

Chris Hansen of Kluber, Inc. reviewed the proposal for roof replacement. Mr. Hansen outlined the scope of the project, and timeline and reviewed and discussed the findings from the most recent roof maintenance report.

Mr. Hansen discussed the proposed choices for materials to be used for the suggested roof replacement project as well as answered questions from board members regarding the recycling of materials to help curb the cost of the project. Mr. Hansen put forth options for the board members to discuss and consider.

Mr. Hansen explained the cost differential for materials, labor, and the original proposal as part of the facility maintenance plan.

Mr. Hansen also addressed the inquiry about solar roofing options. It was his opinion that solar roofing would not yield a return on the library's monetary investment.

Mr. Hansen concluded his presentation and board members thanked him for his time.

Director Halikias provided additional information to board members regarding the roof replacement project.

After discussion of the presentation and additional information, Treasurer Berley motioned to approve the Roof Replacement Project as presented by Kluber, Inc. Seconded by Trustee Bailey. All in favor. Motion carried. Roll call vote. Ayes: Six (6) President Saperston, Vice President Steed, Treasurer Berley, Secretary Carlson, Trustee Cranford, and Trustee Bailey. Nays: None. Absent: One (1) Trustee Hicks.

Treasurer's Report:

Treasurer Berley reported the following for the month of June.

A total net income was reported in the month of June of \$935,255.33.

Expenses in the amount of \$159,933.29 were disbursed. Current assets totaled \$3,163,972.88. Check numbers 17272-17339 and Electronic Funds Transfers in the amount of \$160,039.79 were written in June.

Treasurer Berley indicated that she had no questions on the monthly reports.

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

Library Directors Report

Director Halikias briefly reviewed some of the highlights of her report including:

- Summer Reading Challenge and Programs
- ALA Conference
- Building and Maintenance updates
- Professional Development

Director Halikias reported that annual staff reviews were concluded, and several projects and programs took place in the month of June.

Director Halikias reported two security incidents that were reviewed and resolved.

Director Halikias announced upcoming events including the return of the annual Trustee, Volunteer and Staff Brunch and the annual ILA Conference.

Library Department Reports

Business and HR Administrator Judy Jarvis reported that a new Facilities maintenance staff member has been hired and will begin in August.

Michelle Kurczak, Head of Youth and Teen Services, announced that June was a busy month along with the summer reading program.

Dawn Ritter, Head of Adult Services, indicated that June was a busy month for the department as well. The department is excited about the Tablets for Seniors Technology Education Program.

Old Business: None

New Business

- Certify List of Trustees-Action Required

Trustees reviewed the listing for approval to send to the Illinois State Library.

There were no requests for corrections or additions to the listing presented. Trustee Cranford motioned to approve and certify the list of Trustees as presented. Seconded by Treasurer Berley. All in favor. Motion carried.

- Closed Minute Review-Action Required.

The Board reviewed the recommendations for the Board Secretary for the release or retention of Closed Minutes and Closed Meetings audio recordings of the Board of Trustees.

Treasurer Berley motioned to approve the recommendations of the closed-minute review as presented. Seconded by Vice President Steed. All in favor. Motion carried.

- IPLAR- Action Required.

The Board reviewed the document to submit the Illinois Public Library annual report to the Illinois State Library and the State of Illinois.

Treasurer Berley motioned to submit the IPLAR report as presented. Seconded by Trustee Cranford. All in favor. Motion carried.

Trustee Open Comments

Bailey: Enjoyed the first official meeting as a board member. Looking forward to being a board member and felt very welcome and very impressed with the library.

Steed: glad to be at the meeting and amazed it is the middle of July already. Summer is moving fast.

Cranford: overjoyed with the progress and discovery and actions taken to keep staff and patron safe and informed. Had a wonderful time at ALA and was grateful for the opportunity to attend.

Carlson: proud of what is taking place at the library.

Saperston: Thank you to everyone for the continued hard work.

Berley: pleased with all that is taking place at the library and continues to be proud of the work that staff complete, and all that the library offers to the community.

Hicks: absent.

Adjournment of Regular Meeting

Trustee Cranford motioned to adjourn the regular meeting. Seconded by Trustee Bailey. All in favor. Motion carried. Regular Meeting adjourned at 9:00 pm.