

**MESSENGER PUBLIC LIBRARY OF NORTH AURORA
BOARD OF TRUSTEES MEETING MINUTES
October 10, 2024**

Call to Order: President Saperston called the meeting of the Messenger Public Library of North Aurora Board of Trustees to order at 6:03 pm.

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

Via Zoom: Trustee Hicks

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

Staff attending: Department Heads Mary Malach and Michelle Kurczak and Jessica McFadden

Public attending: Kim Winkler, Kevin Goode, members of the firms of Dewberry, Wight, and Product Architecture

Additions or changes to Agenda: None

Approval of Meeting Minutes: September 12, 2024, Regular Board Meeting minutes.

Vice President Steed motioned to approve the September 12, 2024; Regular Board meeting minutes as presented. Seconded by Trustee Bailey. All in favor. Motion carried.

Public Comments: None

Communications: Director Halikias mentioned that a patron left money from his estate to the library for the sum of \$5000.00. The library is grateful for the generosity and will be using the funds for upcoming projects.

Treasurer's Report:

Treasurer Berley reported the following for the month of August.

A total net income reported in the month of August \$96,520.94

Expenses in the amount of \$192,434.86 were disbursed. Current assets total \$3,135,210.39. Check numbers 17945-18001 and Electronic Funds Transfers in the amount of \$193,093.80 were written in August.

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

Treasurer Berley reported the following for the month of September.

A total net income reported in the month of September \$851,910.05

Expenses in the amount of \$156,372.69 were disbursed. Current assets total \$3,828,552.06. Check numbers 18003-18051 and Electronic Funds Transfers in the amount of \$158,645.38 were written in September.

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

Library Directors Report:

Director Halikias provided a brief update on the month of September.

It was reported that June was a busy month for the Director's office with the following taking place:

Practicum students working with staff at this time.

Prebid meeting for boiler replacement

Boiler installation to take place in the week of October 21st.

Search for in-house technology coordinator underway

Snow removal contract renewed with a 4% rate increase for services

New staff member hired to assist with ASD/YSD departments

Reminder to save the date of October 27th for the annual Board/Staff/Volunteer appreciation brunch.

Library Department Reports:

Judy Jarvis, Administrator of Business and HR reported that it was good to be back in the month of September from recent medical leave. Thanked Director Halikias and staff for taking on some of the duties of her office while she was recovering from surgery.

Ms. Jarvis also reported that the final audit had taken place, and all went very well. There were a few components that were being completed before auditors presented their report to the board.

Mary Malach, Head of Circulation Services, reported she had nothing new to add from her monthly report at this time.

Michelle Kurczak, Head of Youth and Teen Services reported that the library was again presenting the popular program Incredible Bats for youth and adults on October 13th and October 14th.

Trustee Carlson inquired as to what changes would take place when the library becomes a cataloging library again.

Director Halikias provided some background information regarding the inquiry.

Old Business

- Boiler Project- Update

The board was provided with an update of the boiler project during the Director's report.

New Business

- Resolution 03-2024 Levy Resolution

The board was provided with a document to review outlining the annual levy resolution necessary to secure funding for the operations of the library.

Trustee Berley motioned to approve Resolution 03-2024 as presented in the amount of \$ 2,219,500. Seconded by Trustee Cranford. Roll Call Vote: Ayes (6) Six: President Saperston, Vice President Steed, Treasurer Berley, Trustee Carlson, Trustee Cranford, and Trustee Bailey.

Nays: None

No response during roll call vote: Trustee Hicks

- Resolution 04-2024- .02 Maintenance Tax levy-Action Required

The board was provided with a document to review outlining the annual .02 building and maintenance resolution necessary to secure funding for the maintenance needs of the library.

Treasurer Berley motioned to the approve Resolution 04-2024 as presented. Seconded by Trustee Carlson. Roll Call Vote: Ayes (6) Six: President Saperston, Vice President Steed, Trustee Carlson, Trustee Cranford, and Trustee Bailey. Nays: None.

No response during roll call vote: Trustee Hicks

- Firm Presentations-Discussion

The board discussed the three firms that provided presentations (Dewberry, Wight, and Product Architecture) and agreed that the ideas and information provided were beneficial and provided great insight into future decision making.

The board decided to provide their rating of the firms to Director Halikias at the upcoming scheduled November board meeting for final decision making.

Director Halikias was also pleased with the firms that presented and the information that was provided for the board members and staff in attendance.

Trustee Open Comments

Saperston: Thanked everyone for their continued hard work and efforts.

Adjournment of Regular Meeting

Treasurer Berley motioned to adjourn the regular meeting. Seconded by Vice President Steed. All in favor. Motion carried. Regular Meeting adjourned at 8:53 pm.