

**MESSENGER PUBLIC LIBRARY OF NORTH AURORA
BOARD OF TRUSTEES MEETING MINUTES
July 10, 2025**

Call to Order: President Saperston called the meeting of the Messenger Public Library of North Aurora Board of Trustees to order at 7:06pm.

Roll Call: President Saperston, Secretary Carlson, Treasurer Berley, Trustee Cranford, Trustee Bailey, Trustee McCoy, and Trustee Bogle.

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

Staff attending: Department Heads Dawn Ritter and Michelle Kurczak.

Public attending: Lisa Schmidt, Nick Jaworsky and Sudesh Saraf from Wight Company

Additions or changes to Agenda: President Saperston moved New Business Item a: Wight Capital Assessment Report and Presentation to beginning of Agenda.

Presentation: Wight Company Capital Assessment Report and Presentation

Lisa Schmidt, Nick Jaworsky and Sudesh Saraf from Wight Company presented a draft report on capital replacement needs and conditions assessment to board members.

The report consisted of several components including the following:

- Executive Summary
- Methodology
- Narratives
- Building Summary
- Inspection Photos

Ms. Schmidt provided background of the findings from review of the library buildings and grounds, mechanical systems, plumbing systems, electrical systems, and fire protections systems.

A summary of the findings and recommendations were provided to board members along with budget proposals for suggested replacement needs and a suggested timeline for the project.

Ms. Schmidt also informed the board that in the upcoming weeks a patron survey and staff meetings with library staff will take place for input on the suggested planning and scope of work associated with the needs assessment report.

Director Halikias suggested a closed session be held at the August 14th board meeting to formally adopt a plan for the assessment of capital needs.

The board members thanked Wight Company staff members for their presentation.

Approval of Meeting Minutes: June 12, 2025, Regular Board Meeting Minutes.

Trustee Bogle motioned to approve June 12, 2025; Regular Board meeting minutes as presented. Seconded by Secretary Carlson. All in favor. Motion carried.

Public Comments: None

Communications: None

Treasurer's Report:

Treasurer Berley reported the following for the month of June.

A total net income reported in June of \$1,076,909.55.

Expenses in the amount of \$175,281.66 were disbursed. Current assets total \$3,614,181.26. Check numbers 18406-18455 and Electronic Funds Transfers in the amount of \$175,679.13 were written in June.

Trustee Bailey motioned to approve the Treasurer's report for June and file for audit. Seconded by Trustee Bogle. All in favor. Motion carried.

Library Directors Report:

Director Halikias provided a brief update for the month of June.

The following were mentioned:

- Summer kick off activities and programming
- Attended ALA conference in Philadelphia.
- New bike rack and new pagoda on library grounds
- Replacement of cameras in computer area
- New computers and OPAC stations installed and server upgrade in process.

Department Head Reports

Judy Jarvis, Administrator of Business and HR, reported that June was a busy month, and the preliminary audit was completed and went well.

Michelle Kurczak, Head of Youth and Teen Services, indicated that June was a busy month with staff focused on summer reading events.

Ms. Kurczak displayed summer reading logs and Bingo challenge sheets.

Dawn Ritter, Head of Adult Services, had no additional comments from her submitted report.

Old Business

- Trustee By-Laws-Discussion

Director Halikias reminded Board members to please respond to emails that were sent to set a date for the By-Laws discussion or make recommendations.

New Business

- Wight Capital Assessment Report and Presentation- Discussion

This agenda item was moved to the start of the Board meeting by President Saperston.

- Closed Minute Review-Action Required

The board reviewed the Secretary's document of Closed Minute recommendations.

Treasurer Berley motioned to accept the Closed Minute recommendation as presented by the Secretary of the Board. Seconded by Secretary Carlson. All in favor. Motion carried.

- Illinois Public Library Annual Report (IPLAR) -Action Required

The board reviewed the IPLAR report presented for submittal to the State of Illinois as required by law.

Treasurer Berley motioned to accept the IPLAR report as presented for submittal. Seconded by Trustee McCoy. All in favor. Motion carried.

Trustee Open Comments

There were no comments made by the board members for this report.

Adjournment of Regular Meeting

Trustee Bogle motioned to adjourn the regular board meeting at 9:08 pm. Seconded by Trustee Bailey. All in favor. Motion carried.