



Messenger Library Board of Trustees | Meeting Agenda
Thursday, October 9, 2025 | 7:00 p.m.

General Meeting Notice

The regular monthly Board meeting of the Messenger Public Library Board of Trustees will be held on October 9, 2025 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. Approval of Meeting Minutes – Action Required
Board Meeting Minutes – Regular Board Meeting September 11, 2025
Motion: The Board moves to accept the minutes as presented.
4. Public Comments
5. Communications
6. 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 and income report.
 - Statements of assets, liabilities, and fund balance**Motion: The Board moves to accept the Treasurer’s report as presented.**
7. Library Director Report
 - a. Departmental Reports
8. Old Business
 - a. Roof Repair – Discussion
 - b. Board Bylaws – Discussion

9. New Business

a. Board Meeting Dates for 2026 – Action Required

The Board moves to accept the meeting dates as presented for regular Board meetings for Calendar year 2026.

b. HVAC RFP Review – Action Required

The Board will review proposals for heating and cooling services and submitted proposals, with contract to begin November 1, 2025.

Motion: The Board moves to adopt the proposal from _____ company and authorizes the Director to sign for new contract.

c. Water Quality Testing Contract – Action Required

Contract for boiler water testing at two times per year, establishment of new vendor contract.

Motion: The Board moves to adopt the water quality testing contract with HOH for boiler water quality testing two times per year.

d. Lauterbach and Amen Report – Discussion

The annual report on post-retirement benefit analysis will be presented as the library submits the report for final audit, in preparation for final audit presentation.

e. Master Planning Progress – Discussion

The Board will be updated on master planning progress and the next steps. A special meeting will be called on 10/23/25 for deeper discussion and plan progress review with Wight.

10. Closed Session – Action Required

Motion: Move to go into executive session as permitted by 5 ILCS 120/Section 2(c)(1) of the Open Meetings Act to discuss the performance, discipline, and/or dismissal of specific employees of the library.

11. Open Session

12. Trustee Open Comments

13. Items for next month

14. 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