

**MESSENGER PUBLIC LIBRARY OF NORTH AURORA  
BOARD OF TRUSTEES MEETING MINUTES  
November 13, 2025**

**Call to Order:** President Saperston called the meeting of the Messenger Public Library of North Aurora Board of Trustees to order at 7:05 pm.

**Roll Call:** President Saperston, Vice President Cranford, Secretary Carlson, Trustee Bailey, Trustee McCoy, and Trustee Bogle.

Attending Via Zoom: Treasurer Berley

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

**Staff attending:** Department Heads Dawn Ritter and Michelle Kurczak

**Public attending:** None

**Additions or changes to Agenda:** None

**Presentations:** None

**Approval of Meeting Minutes: October 9, 2025, Regular Board Meeting Minutes.**

Trustee Bailey motioned to approve October 9, 2025; Regular Board meeting minutes as presented. Seconded by Trustee McCoy. All in favor. Motion carried.

**Approval of Meeting Minutes: October 9, 2025, Closed Session**

Trustee Bogle motioned to approve the October 9, 2025, Closed Session meeting minutes with corrections noted. Seconded by Trustee Bailey. All in favor. Motion carried.

**Approval of Meeting Minutes: October 23, 2025, Special Board Meeting Minutes.**

Trustee Bailey motioned to approve the October 23, 2025 Special Board meeting minutes as presented. Seconded by Secretary Carlson. All in favor. Motion carried.

**Public Comments:** None

**Communications:** Director Halikias reported several positive comments from patrons in regard to helpful staff as well as a recent donation of 100.00 from the North Aurora Garden Club for Holiday Open House decorations.

### **Treasurer's Report:**

Treasurer Berley reported the following for the month of October.

A total net income reported in October of \$63,765.08.

Expenses in the amount of \$160,246.12 were disbursed. Current assets total 4,009,851.69.

Check numbers 18608-18651 and Electronic Funds Transfers in the amount of \$160,358.75 were written in October.

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

### **Library Directors Report:**

Director Halikias provided a brief update for the month of October. The following were mentioned:

- Staff Development Day was a great day for Staff.
- Very pleased with the staff cleanup of areas throughout the library for better organization and use of space.
- New boiler maintenance vendor in place and on boarding this week (RJ O'Neil)
- Busy month with meetings
- New memorial tree planted in front to replace decaying tree previously in place.
- Electrical work for fireplace to be completed this week.
- Trustee opportunities to attend LLC Luncheon and Legislative Meet Up and PLA.

### **Department Head Reports**

Judy Jarvis, Administrator of Business and HR indicated that October was a busy month with several maintenance related projects as well as the final audit.

Ms. Jarvis reported that she was pleased with the audit and final reports would be published soon and the auditors will be presenting their findings at the December Board of Trustee Meeting.

Dawn Ritter, Head of Adult Services, indicated October was a busy month for staff with the announcement of the closing of Baker and Taylor and Boundless App shutting down.

Ms. Ritter indicated Staff Development Day was a great day with a lot of opportunities for staff including the tour of the new NA Fire Station. Ms. Ritter commented that one of the pictures showcased in her report that is in the new fire station came from the North Aurora history collection at the library.

Michelle Kurczak, Head of Youth and Teen Services, indicated that October was also a busy month for her department staff as well. The department was also impacted by the announcement of Baker and Taylor closing, but the department has alternate vendors already in place and are placing orders.

### **Old Business**

- Roof Repair-Discussion

Director Halikias provided board members with documents outlining some of the follow-up rooftop investigations performed by Alder Roofing. Adler actively worked on repairing deficiencies noted while on site this week and a final report was pending but expected soon.

Director Halikias indicated that minimal response was received from Kluber, Inc.

- Board By-laws -Discussion

Director Halikias, Secretary Carlson, and Vice President Cranford reported that progress has been made thru meetings and discussions, and a working draft was formulated for review. Reports will be presented to the board at the next board meeting.

### **New Business**

- Library Closing Dates for 2026-Action Required

Board members reviewed the holiday and closing dates for 2026 as presented.

Trustee Bailey motioned to approve as presented. Seconded by Trustee Bogle. All in favor.

Motion carried.

- **Master Planning Progress-Discussion**

Director Halikias updated the Board members on master planning progress and the next steps the library would be reviewing and undertaking.

Director Halikias indicated that Department Heads would be meeting with Wight and Company next week to review the plan options and to discuss the designs provided for review.

Director Halikias indicated that cost estimations are being considered at this part of the planning phase as well.

Director Halikias indicated that Wight and Company will be presenting updates to the plan and findings at the January 2026 Board of Trustees meeting.

- **Little Free Pantry-Discussion**

A discussion was held with the Board members regarding the suggestion of having a temporary or permanent “little free pantry” on the library grounds.

Director Halikias proposed the outside book drop area to place for patrons to easily access the library ground.

After board discussion, the board members agree and would like to see this added to the library.

### **Trustee Open Comments**

**Saperston:** thanked everyone for all their work and hopes to see everyone at the holiday open house on December 7<sup>th</sup>.

**Berley:** updated board member on her current medical situation. Board members wished a speedy recovery.

### **Items for next month:**

- Audit Presentation from Sikich
- Per Capita grant submission

**Adjournment of Regular Meeting**

Trustee Bogle motioned to adjourn the regular board meeting at 8:34 pm. Seconded by Trustee Bailey. All in favor. Motion carried.