

**MESSENGER PUBLIC LIBRARY OF NORTH AURORA
BOARD OF TRUSTEES MEETING MINUTES
February 12, 2026**

Call to Order: President Saperston called the meeting of the Messenger Public Library of North Aurora Board of Trustees to order at 7:04 pm.

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

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

Staff attending: Department Heads Michelle Kurczak and Mary Malach.

Public attending: Lisa Schmidt of Wight and Company and James McCoy

Additions or changes to Agenda: President Saperston moved New Business Agenda A: Master Plan-Discussion / Presentation by Wight & Company to beginning of meeting.

Presentations: Wight & Company Master Plan-Discussion

Lisa Schmidt of Wight and Company presented the Master Plan and updates from the December 11, 2025, Board meeting.

The board was presented with revised document to include any suggestions and suggested planning progress and the next steps involved in going forward with the master plan delivered at the December 11th 2025 Board meeting.

The presentation included assessment and programming, facility prioritization, future planning, and final recommendations.

Ms. Schmidt suggested that the library investigate submitting grant applications to help fund some of the suggested components of the master plan as well as collaborating with the community on funding for the components of the plan.

Ms. Schmidt also commented on and presented options and input for the HVAC Control System Project and Generator discussion per New Business item B discussion.

Director Halikias requested additional copies of the plan for distribution.

Board members thanked Ms. Schmidt for her time and for her input and insight into the library Master Plan as presented.

Trustee Bogle motioned to approve the Master Plan as presented. Seconded by Trustee McCoy.

All in favor. Motion carried.

Approval of Regular Meeting Minutes: January 8, 2026, Regular Board Meeting Minutes.

Treasurer Berley motioned to approve January 8, 2026; Regular Board meeting minutes as presented. Seconded by Trustee Bailey. All in favor. Motion carried.

Approval of Closed Session Minutes: January 8, 2026, Closed Session Meeting Minutes.

(Session 1 and Session 2)

Treasurer Berley motioned to approve January 8, 2026, Closed Session meeting minutes as presented. Seconded by Trustee Bogle. All in favor. Motion carried.

Public Comments: None

Communications: None

Treasurer's Report:

Treasurer Berley reported the following for the month of January.

A total net income reported in January of \$12,530.92

Expenses in the amount of \$183,500.41 were disbursed. Current assets total \$3,490,725.81.

Check numbers 18756-18804 and Electronic Funds Transfers in the amount of \$183,583.41 were written in January.

Trustee Bogle motioned to approve the Treasurer's report for January 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 January. The following were mentioned:

- Rene Craig accepted position as full-time staff member in Adult Service Department.
- Two YSD staff recently returning from maternity leave.
- January included staff goal meetings with all staff.
- Budget Planning set to begin in February.
- Job Description updates to include documentation mandates for any accommodation for all job duties.
- Provided brief updates on pending issues.
- Old Second Wealth Management to update staff and Board on 457B Plan in March

- New appliances installed in staff break room.

Department Head Reports

Judy Jarvis, Administrator of Business and HR indicated she had nothing to add to the report she submitted for January.

Michelle Kurczak, Head of Youth and Teen Services, indicated two staff members were back from maternity leave and the department back to normal workload and workflow.

Ms. Kurczak thanked Director Halikias for assisting with Storytimes during staff absence.

Mary Malach, Head of Circulation Services, mentioned decrease in active library cards due to SWAN Database updates.

The department has been busy getting the word out to the community on the upcoming March election by providing voter registration information.

Old Business

- Trustee Bylaws-Discussion

Director Halikias provided document for board review and feedback regarding work in progress made by Director Halikias, Secretary Carlson, and Vice President Cranford for revision during recent meetings and discussions.

Director Halikias asked Board members to review and provide input and decisions on some of the topics as stated in the document:

Role of the Board

Role of the Library Director

Terms of Office

Trustee Conduct and ethics

A discussion by the board members took place, and all were pleased with the progress made and with the information presented.

New Business

- Master Plan-Discussion

Board members approved this agenda item as presented by Wight and Company.

- HVAC /Control System Project and Generator-Discussion

The Board heard input and suggestions from Wight and Company during the Presentation portion of the Master Plan at the board meeting.

- Ordinance 02-2026 Amending Purpose of Special Reserve-Action Required

Director Halikias recommended this update as to amend the Special Reserve Ordinance to reflect the needs of the Capital Repair and Replacement Plan and Master Plan.

The library maintains a Reserve Fund as allowed by the Illinois Library Act for emergencies, emergency repairs, capital replacement needs and building adaptations.

Treasurer Berley motioned to approve Ordinance 02-2026 as presented. Seconded by Trustee Bailey. Roll Call Vote: Ayes (7) Seven: President Saperston, Vice President Cranford, Treasurer Berley, Secretary Carlson, Trustee Bailey, Trustee McCoy, and Trustee Bogle. Nays: None. All in favor. Motion carried.

- Resolution 01-2026 Resolution Transferring Funds to Special Reserves

Director Halikias indicated this will move unexpended funds from the Corporate Fund to Special Reserves as allowed by Illinois Library Act and Library Fund Balance Policy.

Trustee Bogle motioned to approve Resolution 01-2026 and move \$200,000 from the Corporate Account to Special Reserve account as presented. Seconded by Secretary Carlson. Roll Call Vote: Ayes (7) Seven: President Saperston, Vice President Cranford, Treasurer Berley, Secretary Carlson, Trustee Bailey, Trustee McCoy, and Trustee Bogle. Nays: None. All in favor. Motion carried.

- Non-Resident Card Fee-Action required.

The Board reauthorized the non-resident card fee program via tax bill method as per Illinois Administrative codes.

(note: reported there are no non-resident cards on file at MPL at this time)

Trustee Bogle motioned to approve. Seconded by Vice President Cranford. All in favor. Motion carried.

- Budget Planning Schedule-Discussion and Action Required

The Board will review dates available for a Committee of the Whole meeting for budget planning and/or presentation.

President Saperston advised board members to consult their schedules for a proposed meeting in the month of April *{per the suggestion of Director Halikias}* and have dates ready to propose at the March 12th Board of Trustees meeting.

Trustee Comments:

Cranford: Pleased that issues discussed on the agenda were talked about openly and honestly.

Saperston: Pleased that there is full attendance at board meetings.

There were no additional comments by board members.

Director Halikias gave brief update on current issues pending to board members.

Adjournment of Regular Meeting

Vice President Cranford motioned to adjourn the regular board meeting at 9:12 pm. Seconded by Trustee Bogle. All in favor. Motion carried.