

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

Call to Order: President Saperston called the meeting of the Messenger Public Library of North Aurora Board of Trustees to order at 7:00 pm.

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

Absent: Trustee Carlson

Also attending: Director Shannon Halikias.

Administrator of Business and HR Judy Jarvis (via Zoom)

Staff attending: Department Heads Michelle Kurczak, Dawn Ritter, and Mary Malach.

Public attending: Devin Ford of OSB Wealth Management

Additions or changes to Agenda: President Saperston moved New Business Agenda D: Old Second 457B Presentation & Discussion to beginning of meeting.

Presentations: Old Second 457B Plan Presentation

Devin Ford of Old Second Bank Wealth Management provided board members with an overview of the plan portfolio that included information of the components of the plan and what the plan provides to employees as well as options for enhancements going forward.

The board was presented with documents that included an Investment Snapshot, Research Report, and Plan Review.

Mr. Ford indicated that a Roth IRA component will be part of the plan beginning in Spring 2026 for the library.

Mr. Ford provided an overview of the current funds available and provided an explanation of the growth potential for retirement savings and the benefits for staff participation in the plan.

There were no further questions placed before Mr. Ford.

Board members thanked Mr. Ford for his presentation and information.

Approval of Regular Meeting Minutes: February 12, 2026 Regular Board Meeting Minutes.

Trustee Bogle motioned to approve February 12, 2026; Regular Board meeting minutes as presented. Seconded by Trustee Bailey. All in favor. Motion carried.

Public Comments: None

Communications: None

Treasurer's Report:

Treasurer Berley reported the following for the month of February.

A total net income reported in February of \$10,795.46

Expenses in the amount of \$170,934.99 were disbursed. Current assets total \$3,330,586.28.

Check numbers 18805-18851 and Electronic Funds Transfers in the amount of \$171,307.38. were written in February.

Vice President Cranford motioned to approve the Treasurer's report for February and file for audit. Seconded by Trustee McCoy. All in favor. Motion carried.

Library Directors Report:

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

- Budget meetings with Department Heads.
- HR Meetings.
- New appliances installed in staff break room.
- Not attending PLA due to current political related conditions in conference hosting area.

Department Head Reports

Judy Jarvis, Administrator of Business and HR, indicated that February was a busy month with Budget planning and HR meetings.

Dawn Ritter, Head of Adult Services, indicated that she would provide more information next month regarding a grant recently applied for historical documents and records.

Ms. Ritter also mentioned that interviews are in process for open Adult Services part-time position. There were several candidates that applied.

Michelle Kurczak, Head of Youth and Teen Services, indicated that the department continues to be happy to be fully staffed again and back to normal workload and workflow.

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

Old Business

- Trustee Bylaws-Discussion

Director Halikias indicated that she would request Vice President Cranford to address the board at this time.

Vice President Cranford indicated that she appreciated all the efforts taken for discussion and research to allow her and Secretary Carlson and Director Halikias to confer on the important components presented in the draft for board members to review and provide input.

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

New Business

- HVAC/Control System Project Proposal -Action Required

The Board was provided with documentation of a proposal for the project to replace HVAC/Control system to include specifications, engineering, project management and construction and public bid per Wight and Company.

Director Halikias indicated that the generator replacement portion of the proposal has been removed from the proposal at this time.

Vice President Cranford motioned to approve the HVAC/Control System Project Proposal in the amount of \$51,232.00 for engineering and construction management from Wight and Company as presented. Seconded by Treasurer Berley. Roll Call Vote: Ayes (6) President Saperston, Vice President Cranford, Treasurer Berley, Trustee Bailey, Trustee Mc Coy, and Trustee Bogle. Nays: None. Absent: (1) Secretary Carlson. All in favor. Motion carried.

- Budget Planning Schedule-Discussion and Action Required

The Board reviewed suggested dates for a Committee of the Whole Meeting and agreed upon the date of Monday, April 27th at 6:30 PM in the Main Meeting Room for this special meeting to be hosted by Director Halikias

- Public Survey for Strategic Plan-Discussion

Director Halikias provided Board members with a copy of the last public survey conducted and asked Board members to review and provide feedback on any changes, additions, or suggestions for a new survey to take place in Summer 2026.

- Old Second 457B Presentation and Discussion

The Board members heard this presentation at the beginning portion of the Board meeting as moved by President Saperston.

Trustee Comments:

There were no comments by board members.

Adjournment of Regular Meeting

Trustee Bogle motioned to adjourn the regular board meeting at 8:54 pm. Seconded by Trustee Bailey. All in favor. Motion carried.