

**Aurora Public Library District
Regular Board Meeting
Board of Library Trustees
November 20, 2024**

CALL TO ORDER: 6:00 p.m.

Roll Call

Present: Trustees Joe Filapek, Paul LaTour, Matthew Orr, Kevin O’Neill, Melinda Riddick, Joseph Sánchez

Absent: Katrina Plonczynski

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Finance Manager Mark Salem, Director of Neighborhood Services Heather Sturm, Administrative Assistant Kim Gautschi

ADDITIONS/CHANGES TO THE AGENDA: None.

MINUTES OF OCTOBER 23, 2024, TRUTH IN TAXATION ACT HEARING:

Kevin O’Neill moved, seconded by Joseph Sánchez, the board approved the minutes of the October 23, 2024 Truth in Taxation Act Hearing.

All in Favor

Absent: Plonczynski

Motion carried

TRUTH IN TAXATION ACT HEARING 10-23-2024 MINUTES APPROVED

MINUTES OF OCTOBER 23, 2024, REGULAR BOARD MEETING:

Matthew Orr moved, seconded by Melinda Riddick, the board approved the minutes of the October 23, 2024 regular board meeting.

All in Favor

Absent: Plonczynski

Motion carried

REGULAR BOARD MEETING 10-23-2024 MINUTES APPROVED

EXECUTIVE DIRECTOR’S REPORT:

Michaela Haberkern reported the library’s architects and general contractor have spent the last few weeks hammering out contracts, hiring subcontractors, and settling insurance. The staff at Eola Road Branch have moved the computer lab and are working to clear the staff and sorter rooms. Conversations have begun with

managers and staff at Eola Road Branch about alternate work schedules and locations during construction.

PUBLIC COMMENTS: None

NEW BUSINESS:

Fraud Prevention

Mark Salem presented the board with an overview of the library's fraud prevention measures.

Approval of October/November Bills

Finance Manager Mark Salem updated the board with an overview of the library's current financial position and expenditures, revenue, and investments. Mark confirmed the November 2024 expenses and provided answers to the library board's questions.

Kevin O'Neill moved, seconded by Joseph Sánchez, to approve the monthly expenditures as listed on the Authorization Sheet for the period October 19, 2024 to November 15, 2024, in the amount of \$1,057,667.96

Roll call on motion:

Yes: Trustees Filapek, LaTour, O'Neill, Orr, Riddick, Sánchez

No: None

Abstain: None

Absent: Plonczynski

Motion Carried

PAYMENT OF BILLS 10-19-24 TO 11-15-24 APPROVED

Library Closed Dates

Matthew Orr moved, seconded by Kevin O'Neill, to approve library closed dates for the calendar year 2025.

All in Favor

Absent: Plonczynski

Motion carried

LIBRARY CLOSED DATES FOR 2025 APPROVED

Board Meeting Dates

Joseph Sánchez moved, seconded by Melinda Riddick, to approve Ordinance 2024-06 establishing library board meeting dates, times, and locations for the calendar year 2025.

All in Favor

Absent: Plonczynski

Motion carried

ORDINANCE 2024-06 ESTABLISHING LIBRARY BOARD MEETING DATES, TIMES AND LOCATIONS FOR CALENDAR YEAR 2025 APPROVED

Transfer to Special Funds

Resolution No. 2024-05 transferring \$1.5 million from the Corporate Fund to the Special Reserve Fund was presented to the board.

Matthew Orr moved, seconded by Melinda Riddick, to approve Resolution 2024-05 to transfer a portion of the Corporate Fund to the Special Reserve Fund.

Roll call on motion:

Yes: Trustees Filapek, LaTour, O'Neill, Orr, Riddick, Sánchez

Abstain: None

Absent: Plonczynski

Motion Carried

Disposal of 2004 Bookmobile

Heather Sturm reviewed with the board the methods that staff used to look for purchasers who might be interested in the 2004 bookmobile. Staff contacted agencies and individuals who previously expressed interest, including two local libraries; then the bookmobile was put up for auction in October and did not receive any bids. An ad was posted on the RAILS classified site with no takers.

Joseph Sánchez moved, seconded by Kevin O'Neill, to approve the disposal of the 2004 Bookmobile to a salvager or scrapper.

Roll call on motion:

Yes: Trustees Filapek, LaTour, O'Neill, Orr, Riddick, Sánchez

Abstain: None

Absent: Plonczynski

Motion Carried

DISPOSAL OF THE 2004 BOOKMOBILE APPROVED

Internet and Computer Use Policy

Paul LaTour advised the Policy and Personnel Committee reviewed the Internet and Computer Use Policy as part of the regular review cycle at the October committee meeting. The changes suggested have mostly to do with clarifying that the library is not responsible for the sites the customers visit, that parents and caregivers are responsible for their children's use of the Internet and adding accommodation language. This is a policy that is reviewed annually, so the changes suggested are minor. The committee recommends that the full board approve this policy.

Matthew Orr moved, seconded by Joseph Sánchez, to approve the Internet and Computer Use Policy as presented.

Roll call on motion:

Yes: Trustees Filapek, LaTour, O'Neill, Orr, Riddick, Sánchez

Abstain: None

Absent: Plonczynski

Motion Carried

INTERNET AND COMPUTER USE POLICY APPROVED AS PRESENTED

Adjournment

Paul LaTour moved, seconded by Melinda Riddick, the board unanimously voted to adjourn at 7:06 p.m.

All in favor

Motion carried

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**
