



**AURORA PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
BOARD OF LIBRARY TRUSTEES
MARCH 27, 2024**

CALL TO ORDER: 6:05 p.m.

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

Absent: Joe Filapek, Katrina Plonczynski

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Finance Manager Mark Salem, Director of Human Resources Brenda Blough, Director of Neighborhood Services Heather Sturm, Communications Director Miriam Meza-Gotto, Collection Development Manager Miranda Calhoun, Administrative Assistant Kim Gautschi

ADDITIONS/CHANGES TO THE AGENDA: There will be no union negotiations update for Executive Session; but there will be a semi-annual review of executive session minutes.

MINUTES OF THE FEBRUARY 28, 2024 BOARD MEETING:

Kevin O’Neill moved, seconded by Joseph Sánchez the board voted unanimously to approve the minutes of the February 28, 2024, board meeting.

All in Favor

Motion Carried

BOARD MEETING 2-28-2024 MINUTES APPROVED

MINUTES OF THE FEBRUARY 28, 2024 EXECUTIVE SESSION:

Paul LaTour moved, seconded by Kevin O’Neill the board voted unanimously to approve the minutes of the February 28, 2024, executive session.

All in Favor

Motion Carried

EXECUTIVE SESSION 2-28-2024 MINUTES APPROVED

EXECUTIVE DIRECTOR’S REPORT:

Michaela Haberkern reported that the library will add three new positions: a Safety and Security Manager, an HR Generalist position, and a Spanish Language Communications Assistant. The HR Generalist position replaces a recently retired Administrative Assistant position.

Michaela also reported on the library’s new remote locker, scheduled to be installed on April 8th at Lakewood Valley Subdivision; a new bookmobile garage space on Highland Avenue; and forthcoming economic interest statements from Kane County, required for managers and trustees.

COMMUNICATIONS REPORT:

Miriam Meza-Gotta updated the board on the library’s rebranding process and showed the trustees preliminary logo designs. Launch for the new brand is expected in summer 2024. This will coincide with launching the library’s new mascot, the fox.

PUBLIC COMMENTS: One community member addressed the board noting the value of conducting the board meetings at different branch locations and expressing gratitude to the library’s municipal advisor, Jamie Rachlin, as a great asset to the board.

NEW BUSINESS:

Approval of February/March Bills

Finance Manager, Mark Salem, updated the board on an overview of the library’s current financial position and expenditures. Mark answered trustee questions regarding the services provided by various vendors.

Paul LaTour moved, seconded by Joseph Sánchez to approve the monthly expenditures as listed on the Authorization Sheet for the period February 24, 2024 – March 20, 2024 in the amount of \$1,088,599.49.

Roll call on motion:

Yes: LaTour, O’Neill, Orr, Riddick, Sánchez

No: None

Abstain: None

Absent: Filapek, Plonczynski

Motion Carried

PAYMENT OF BILLS 2-24-24 TO 3-20-24 APPROVED

TIF Basics

Jamie Rachlin of Meristem Advisors Inc gave an in-depth presentation on tax increment financing and how TIF expirations impact the library’s levy.

Collection Update

Miranda Calhoun, Collection Development Manager, gave an overview of the library’s collection, materials, processing, and cataloging.

Intergovernmental Agreement for Ratification and Amendment of Prior Intergovernmental Agreement(s) by and Between the Parties, and for the Construction and Improvement of the West Branch Library Facility Between Aurora Public Library District and West Aurora School District 129

Michaela provided some background on the intergovernmental agreement between the library and the West Aurora School District and noted that this IGA is very similar to the one passed in December with the Fox Valley Park District. Revisions were made to the existing agreement to accommodate a new library footprint in the shared space envisioned by the library’s renovation plans. The school district found the agreement proposal acceptable and proposed no changes of their own. The agreement was passed unanimously by the school board at their March 4, 2024 meeting.

Kevin O’Neill moved, seconded by Melinda Riddick to approve the Intergovernmental Agreement for Ratification and Amendment of Prior Intergovernmental Agreement(s) by and Between the Parties, and for the Construction and Improvement of the West Branch Library Facility Between Aurora Public Library District and West Aurora School District 129.

Roll call on motion:

Yes: LaTour, O’Neill, Orr, Riddick, Sánchez

No: None

Abstain: None

Absent: Filapek, Plonczynski

Motion Carried

**INTERGOVERNMENTAL AGREEMENT FOR RATIFICATION AND AMENDMENT OF PRIOR
INTERGOVERNMENTAL AGREEMENTS(S) BY AND BETWEEN THE PARTIES, AND FOR THE CONSTRUCTION
AND IMPROVEMENT OF THE WEST BRANCH LIBRARY FACILITY BETWEEN AURORA PUBLIC LIBRARY DISTRICT AND
WEST AURORA SCHOOL DISTRICT 129 APPROVED**

Resolution Ratifying a Change Order-Eola Road Branch RTU Replacement Project

The change order reflects an additional, unanticipated expense related to the rooftop unit replacement and additional supports needed at the Eola Road Branch.

Joseph Sánchez moved, seconded by Melinda Riddick to approve the Resolution Ratifying a Change Order-Eola Road Branch RTU Replacement Project.

Roll call on motion:

Yes: LaTour, O’Neill, Orr, Riddick, Sánchez

No: None

Abstain: None

Absent: Filapek, Plonczynski

Motion Carried

RESOLUTION RATIFYING A CHANGE ORDER – EOLA ROAD BRANCH RTU REPLACEMENT PROJECT APPROVED

Executive Session

Kevin O’Neill moved, seconded by Paul LaTour to adjourn to Executive Session to discuss semi-annual review of executive session minutes (5 ILCS 120/2((21)) at 7:25 p.m.

Roll call on motion:

Yes: Trustees LaTour, O’Neill, Orr, Riddick, Sánchez

No: None

Abstain: None

Absent: Filapek, Plonczynski

Motion carried

EXECUTIVE SESSION APPROVED

Adjournment of Executive Session

Melinda Riddick moved, seconded by Paul LaTour, the board voted unanimously by roll call to adjourn the executive session at 7:36 p.m.

Roll call on motion:

Yes: Trustees LaTour, O’Neill, Orr, Riddick, Sánchez

No: None

Abstain: None

Absent: Filapek, Plonczynski

Motion carried

Return to Open Session

Joseph Sánchez moved, seconded by Kevin O’Neill to return to Open Session at 7:36 p.m.

Roll call on motion:

Yes: LaTour, O’Neill, Orr, Riddick, Sánchez

No: None

Abstain: None

Absent: Filapek, Plonczynski

Motion carried

MOTION TO RETURN TO OPEN SESSION APPROVED

Approval of release of some executive session minutes

Paul LaTour moved, seconded by Joseph Sánchez to approve release of executive session minutes of the October 14, 2023 Trustee Vacancy Ad-Hoc Committee meeting. The board finds that for reasons of personal privacy or protection of the public interest the need for confidentiality still exists for the minutes of the September 27, 2023; the December 20, 2023; the January 24, 2024; and the February 28, 2024 executive session meeting minutes and as such those will be kept confidential at this time.

Roll call on motion:

Yes: LaTour, O’Neill, Orr, Riddick, Sánchez

No: None

Abstain: None

Absent: Filapek, Plonczynski

Motion carried

APPROVAL OF MINUTES OF THE OCTOBER 14, 2023 EXECUTIVE SESSION MEETING ARE RELEASED FOR PUBLIC INSPECTION

Adjournment

Paul LaTour moved, seconded by Kevin O’Neill, the board voted unanimously to adjourn at 7:38 p.m.

All in favor

Motion Carried

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**

Secretary, Board of Trustees