



**AURORA PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
BOARD OF LIBRARY TRUSTEES
APRIL 24, 2024**

CALL TO ORDER: 6:00 p.m.

Present: Trustees Joe Filapek, Kevin O’Neill, Matthew Orr, Katrina Plonczynski, Melinda Riddick

Absent: Paul LaTour, Joseph Sánchez

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

ADDITIONS/CHANGES TO THE AGENDA: None

MINUTES OF THE MARCH 27, 2024 BOARD MEETING:

Matthew Orr moved, seconded by Kevin O’Neill the board voted unanimously to approve the minutes of the March 27, 2024, Board Meeting.

All in Favor

Motion Carried

BOARD MEETING 3-27-2024 MINUTES APPROVED

MINUTES OF THE MARCH 27, 2024 EXECUTIVE SESSION:

Kevin O’Neill moved, seconded by Matthew Orr the board voted unanimously to approve the minutes of the March 27, 2024, Executive Session.

All in Favor

Motion Carried

EXECUTIVE SESSION 3-27-2024 MINUTES APPROVED

EXECUTIVE DIRECTOR’S REPORT:

Deputy Director Tom Spicer reported that a neighboring library expressed interest in purchasing the old bookmobile. A price was set according to an appraisal received from a vendor the library has used for many years for repair and maintenance and we are waiting to hear if that library would like to move forward. This process is in accordance with the Sale and Disposal of Library Property policy and following Illinois law, which allows the library to sell to another library without going through a formal bid process. Additionally, the bookmobile’s new garage space is working out very well.

FINANCE COMMITTEE REPORT:

Melinda Riddick advised the Finance Committee met on April 16, 2024 to begin the budget/levy process. The library has received confirmation of revenues from the counties and will receive a nearly 6.5% increase over last year’s revenues: \$16.9 million dollars. This is the amount the library levied for, and staff from Kane County complimented the library on their calculations that got the library what it is entitled to. In addition, the committee reviewed the budget and levy timeline and the preliminary FY25 working budget. There is additional work to do on the working

budget especially related to salaries, wages, and benefits and it will be brought to the board for discussion at the May meeting and for approval in June.

The committee discussed the library's levy strategy for FY25. The rate of inflation is lower than the tax cap at 3.4%. Discussions will continue in committee and at the full board as the year progresses about how to move forward.

PUBLIC COMMENTS: None

NEW BUSINESS:

Approval of March/April Bills

Finance Manager Mark Salem updated the board with an overview of the library's current financial position and expenditures.

Katrina Plonczynski moved, seconded by Kevin O'Neill, to approve the monthly expenditures as listed on the Authorization Sheet for the period March 21 – April 19, 2024 in the amount of \$1,006,367.40.

Roll call on motion:

Yes: Filapek, O'Neill, Orr, Plonczynski, Riddick

No: None

Abstain: None

Absent: LaTour, Sánchez

Motion Carried

PAYMENT OF BILLS 3-28-24 TO 4-18-24 APPROVED

Eola Road Branch Renovations

Michaela Haberkern and Heather Sturm met with StudioGC twice for design development meetings since the last board meeting, continuing to focus on public spaces, in addition to meetings with specific departments about their behind-the-scenes needs. StudioGC has also presented sample materials for flooring and finishes. The library is still on track for board approval of final design at the May meeting. There will be a Buildings and Grounds Committee meeting prior to the May board meeting. StudioGC has been very responsive to library concerns and incorporated them into their designs.

Miriam Meza-Gotto spoke about the communications plan regarding the renovations. Communication to the public will be broken down into three stages: 1) Informative Stage (June-August) highlighting what the library did with the feedback given by customers and what to expect; 2) Renovation Stage (Sept +/- 18 months.) will inform users about disruptions and closures, engage the community in progress made and celebrate progress milestones. 3) Celebration Stage (TBD) Celebrate with the community at the Grand Opening.

Communication will be targeted to Eola Road Branch users, APLD users, social clubs and organizations, community partners, and Aurora as a whole. It will take place in person via staff engagement, partnership events with the Aurora Public Library Foundation, and community outreach. There will also be digital and print communication via the library's website, email blasts, social media, digital displays at our locations, newsletters, press releases, schematic posters, and giveaways.

Digital Service Update

Himanshu Trivedi, Sr. Digital Services Manager and Elliot Witt, Assistant Digital Services Manager provided an overview of the Digital Services Department, highlighting community partnerships, support for library programs, online resources, and direct customer assistance.

Annexing Property

Katrina Plonczynski moved, seconded by Melinda Riddick to approve Ordinance 2024-01 annexing approximately 12.99 acres of property at the Southeast corner of Route 34 and Farnsworth Avenue.

Roll call on motion:

Yes: Filapek, O’Neill, Orr, Plonczynski, Riddick

No: None

Abstain: None

Absent: LaTour, Sánchez

Motion Carried

ORDINANCE 2024-01 ANNEXING APPROXIMATELY 12.99 ACRES OF PROPERTY AT THE SOUTHEAST CORNER OF ROUTE 34 AND FARNSWORTH AVENUE APPROVED

Executive Director Review Process

Joe Filapek discussed timeline regarding evaluating the Executive Director. Trustees will receive the director’s self-evaluation and a summary of the employee survey evaluation in a few weeks before the May board meeting. In that board meeting closed executive session, the board would discuss the evaluations and their own feedback and develop an evaluation. The board would then meet with the Executive Director to go over the feedback at the June board meeting executive session and discuss change in compensation in closed session with possible actions in open session.

Executive Session

Melinda Riddick moved, seconded by Matthew Orr to adjourn to Executive Session to discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees (5 ILCS 120/2(c)(2)) at 6:59 p.m.

Roll call on motion:

Yes: Filapek, O’Neill, Orr, Plonczynski, Riddick

No: None

Abstain: None

Absent: LaTour, Sánchez

Motion carried

EXECUTIVE SESSION APPROVED

Adjournment of Executive Session

Kevin O’Neill moved, seconded by Melinda Riddick, the board voted unanimously by roll call to adjourn the executive session at 7:27 p.m.

Roll call on motion:

Yes: Filapek, O’Neill, Orr, Plonczynski, Riddick

No: None

Abstain: None

Absent: LaTour, Sánchez

Motion carried

EXECUTIVE SESSION ADJOURNED

Return to Open Session

Katrina Plonczynski moved, seconded by Kevin O'Neill to return to Open Session at 7:28 p.m.

Roll call on motion:

Yes: Filapek,, O'Neill, Orr, Plonczynski, Riddick

No: None

Abstain: None

Absent: LaTour, Sánchez

Motion carried

MOTION TO RETURN TO OPEN SESSION APPROVED

Adjournment

Katrina Plonczynski moved, seconded by Melinda Riddick, the board unanimously voted to adjourn at 7:29 p.m.

All in favor

Motion Carried

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**

Secretary, Board of Trustees