



**AURORA PUBLIC LIBRARY DISTRICT  
REGULAR BOARD MEETING  
BOARD OF LIBRARY TRUSTEES  
MAY 22, 2024**

**CALL TO ORDER: 6:00 p.m.**

**Roll Call**

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

Absent: Katrina Plonczynski

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

**ADDITIONS/CHANGES TO THE AGENDA: None**

**MINUTES OF THE APRIL 24, 2024 BOARD MEETING:**

Kevin O’Neill moved, seconded by Matthew Orr, the board approved the minutes of the April 24, 2024 board meeting as corrected.

All in Favor

Absent: None

Motion carried

**BOARD MEETING 4-24-2024 MINUTES APPROVED**

**MINUTES OF THE APRIL 24, 2024 EXECUTIVE SESSION:**

Kevin O’Neill moved, seconded by Joe Sánchez, the board approved the minutes of the April 24, 2024 executive session.

All in Favor

Absent: None

Motion carried

**EXECUTIVE SESSION 4-24-2024 MINUTES APPROVED**

**EXECUTIVE DIRECTOR’S REPORT:**

Michaela Haberkern shared a feel-good story from Eola Road Branch where a staff member had the privilege of helping a father connect to his son stationed in Kuwait.

Michaela also reported the library applied to Congressman Bill Foster’s office for funding for the Eola Road Branch renovation project, and notice was received the application has been submitted to the House Appropriations Committee for consideration for the FY25 budget.

**BUILDINGS AND GROUNDS COMMITTEE REPORT:**

The Buildings and Grounds Committee met on May 16 to review the design, likely timeline, and opinion of probable costs for the Eola Road Branch renovation. A streamlined version of the StudioGC presentation and discussion was deferred to New Business. The committee liked the changes presented at the meeting and recommends that the full board approve the design.

**PUBLIC COMMENTS:**

None

**NEW BUSINESS:**

Approval of April/May 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 May 2024 expenses and provided answers to the library board’s questions.

Joseph Sánchez moved, seconded by Kevin O’Neill, to approve the monthly expenditures as listed on the Authorization Sheet for the period April 20, 2024 to May 17, 2024, in the amount of \$965,680.55.

Roll call on motion:

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

No: None

Abstain: None

Absent: Plonczynski

Motion Carried

**PAYMENT OF BILLS 4-20-24 TO 5-17-24 APPROVED**

Eola Road Branch Design Development

Cory Boaz and Craig Meadows of Studio GC were present to give an overview of the design for the Eola Road Branch renovation. Next steps will include creating construction documents, assessing room data requirements, permitting, construction phasing, and furniture design. Studio GC expects to go out to bid for the project in August. Trustees discussed what the bid range might be and had questions about the contingencies included in the costing as well as the total projected cost of the project.

Matthew Orr moved, seconded by Melinda Riddick, to approve the design development as presented.

Roll call on motion:

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

No: None

Abstain: None

Absent: Plonczynski

Motion Carried

**EOLA ROAD BRANCH SCHEMATIC DESIGN APPROVED AS PRESENTED**

FY25 Working Budget

Michaela Haberkern reviewed the working budget with the board. The budget was reviewed by the Finance Committee in April and since then, the union contract has been settled. The committee will meet again before the June board meeting to take a close look at the changes presented before the Working Budget comes to the board for approval.

Trustees also discussed the disposition of unexpended revenues at the end of the fiscal year.

Financial Ordinance Calendar

Michaela Haberkern reviewed a draft of the Financial Ordinance Calendar. The calendar enables the library to stay on track with legal proceedings and filings regarding the budget and levy.

Services to Spanish Speakers

Adult Services Assistant Manager Mari Carmen Cifuentes and Spanish Language Programmer Kathy Mendoza-Gonzalez updated the board on the services that the library provides to Spanish speakers, about 42% of Aurora residents. The library’s bilingual staff offer programs which are diverse and educational and cover vocational, health and wellness, cultural and recreational topics. In recent years the library has increased its collections and resources significantly as well as providing more Spanish language programs.

Nonresident Card Program

Michaela Haberkern discussed with the board participation in the statewide nonresident card program and the non-resident card fee. Library boards are required to take action annually if they wish to participate in the statewide nonresident card program, which enables libraries to offer services to those who hold cards from other Illinois libraries. Library boards are also required to set a fee for those residing outside any library’s service area. The lowest legally allowable fee for APLD for FY25 is \$282 per household. The Library Foundation funds scholarships for families that cannot afford the fees and Cards for Kids Legislation also provides free library cards.

Joseph Sánchez moved, seconded by Matthew Orr, to participate in the nonresident card program for FY25.

Roll call on motion:

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

No: None

Abstain: None

Absent: Plonczynski

Motion Carried

**NONRESIDENT CARD PROGRAM APPROVED**

Approval of fee for nonresident cards

Paul LaTour moved, seconded by Joseph Sánchez to approve to set the library’s annual nonresident cardholder fee to \$282 for July 1, 2024 through June 30, 2025.

Roll call on motion:

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

No: None

Abstain: None

Absent: Plonczynski

Motion Carried

**FEE FOR NONRESIDENT CARD PROGRAM APPROVED**

Executive Session

Joseph Sánchez moved, seconded by Kevin O’Neill, to adjourn to executive session at 7:22 p.m. 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)) and to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1))

Roll call on motion:

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

No: None

Abstain: None

Absent: Plonczynski

Motion carried

**EXECUTIVE SESSION APPROVED**

Adjournment of Executive Session

Kevin O’Neill moved, seconded by Matthew Orr, the board voted unanimously by roll call to adjourn the executive session at 8:32 p.m.

Roll call on motion:

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

No: None

Abstain: None

Absent: Plonczynski

Motion carried

**EXECUTIVE SESSION ADJOURNED**

Return to Open Session

Kevin O’Neill moved, seconded by Matthew Orr to return to Open Session at 8:33 p.m.

Roll call on motion:

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

No: None

Abstain: None

Absent: Plonczynski

Motion carried.

**MOTION TO RETURN TO OPEN SESSION APPROVED**

Adjournment

Paul LaTour moved, seconded by Matthew Orr, the board unanimously voted to adjourn at 8:33 p.m.

All in favor

Motion carried

**ADJOURNMENT  
CERTIFIED TO BE A TRUE COPY**

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