

**Aurora Public Library District
Regular Board Meeting
Board of Library Trustees
August 27, 2025**

CALL TO ORDER: 6:01 p.m.

Roll Call

Present: Trustees Joe Filapek, Scott McCleary, Kevin O'Neill, Matthew Orr, Katrina Plonczynski, Melinda Riddick, Joseph Sánchez

Absent: None

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

ADDITIONS/CHANGES TO THE AGENDA: The West Branch Schematic Design presentation and discussion was moved to follow approval of July/August Bills under New Business.

MINUTES OF THE JULY 23, 2025, BOARD MEETING:

Kevin O'Neill moved, seconded by Matthew Orr, the board approved the minutes of the July 23, 2025 board meeting.

All in Favor

Absent: None

Motion carried

BOARD MEETING 7-23-2025 MINUTES APPROVED

EXECUTIVE DIRECTOR'S REPORT:

The library's FY25 Annual Report is now available on the trustee SharePoint site. The Strategic Plan Implementation Team has been meeting to evaluate last year's activities and to formulate new ones for this year. Michaela shared an impactful story a customer at National Night Out shared with a staff member.

BUILDINGS AND GROUNDS COMMITTEE REPORT:

The Building and Grounds Committee met on August 7. Craig Meadows from Studio GC joined the committee and reviewed Eola Road Renovation Project and the West Branch renovation schematic design. The committee then discussed the purchase of an automated material handler for Eola from TechLogic, and giving the Executive

Director authority to approve change orders related to the Eola renovation. Further discussion of the automated material handler purchase and change order authority was deferred to New Business.

PUBLIC COMMENTS:

One community member from Kane County Workforce Development addressed the board about partnering with the library to provide resources to help people obtain better jobs and enhance their skills.

NEW BUSINESS:

Approval of July/August 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 August 2025 expenses and provided answers to the library board's questions.

Scott McCleary moved, seconded by Matthew Orr, to approve the monthly expenditures as listed on the Authorization Sheet for the period July 19, 2025 to August 22, 2025, in the amount of \$1,354,248.35 and to authorize construction expenses in the amount of \$667,207.00.

Roll call on motion:

Yes: Trustees Filapek, McCleary, O'Neill, Orr, Plonczynski, Riddick, Sánchez

No: None

Abstain: None

Absent: None

Motion Carried

PAYMENT OF BILLS 7-19-25 TO 8-22-25 APPROVED

West Branch Schematic Design

Craig Meadows with Studio GC presented a proposed schematic design of West Branch renovations. It is a significant renovation in the branch itself and an expansion of the facility. The monument sign will be more visible and there will be a better location for the book drop without making any changes to the parking lot. Entry to the building will be moved, a patio area will be developed to provide an outdoor area for customers, and a meeting room with space for 80 people will occupy the space gained by moving the entrance. An addition of approximately 37,00 square feet is proposed. The Buildings and Grounds Committee did not vote on this proposal, it was discussed only, but the course of the conversation indicated the Committee agreed with the direction of the design. The committee

recommends the board approve the schematic design. The board discussed community priorities reflected in the design, some particulars of the layout, and cost estimates.

Scott McCleary moved, seconded by Matthew Orr, to approve the West Branch Schematic Design as presented.

Roll call on motion:

Yes: Trustees Filapek, McCleary, O'Neill, Orr, Plonczynski, Riddick, Sánchez

No: None

Abstain: None

Absent: None

Motion Carried

WEST BRANCH SCHEMATIC DESIGN APPROVED

Community History Department Update

Community History Librarian Cailin Cullen presented an overview of the Community History Department and the services and resources they provide. The board had questions about newspaper digitization and the software platform in use to provide access to digitized materials.

Adopt FY26 Budget and Appropriations Ordinance in Final Form

Melinda Riddick reviewed the Budget and Appropriations Ordinance in final form with the board. The FY26 Budget and Appropriations was discussed and approved in tentative form at the July 23, 2025 board meeting.

Kevin O'Neill moved, seconded by Scott McCleary, to approve Ordinance 2025-3, the Budget and Appropriations Ordinance in Final Form.

Roll call on motion:

Yes: Trustees Filapek, McCleary, O'Neill, Orr, Plonczynski, Riddick, Sánchez

No: None

Abstain: None

Absent: None

Motion Carried

FY26 BUDGET AND APPROPRIATIONS ORDINANCE IN FINAL FORM APPROVED

FY26 Certified Estimate of Revenues

Melinda Riddick discussed the Certified Estimate of Revenues, which outlines the library's estimated revenues and their sources, with the board.

Matthew Orr moved, seconded by Scott McCleary, to approve the FY26 Certified Estimate of Revenues.

Roll call on motion:

Yes: Trustees Filapek, McCleary, O'Neill, Orr, Plonczynski, Riddick, Sánchez

No: None

Abstain: None

Absent: None

Motion Carried

FY26 CERTIFIED ESTIMATES OF REVENUE APPROVED

Approval of Purchase of Automated Materials Handler

Matthew Orr reviewed the Building and Grounds Committee discussion of the purchase of a new automated materials handler for the Eola Road Branch. Only one of the major vendors of this equipment offers a product that meets the library's needs. Under the guidance of the library's attorney, the library will purchase the materials handler via single source procurement. The committee recommended that the board approve the selection of TechLogic as vendor for a new automated materials handler at Eola Road Branch.

Katrina Plonczynski moved and seconded by Scott McCleary to approve the purchase of the TechLogic Automated Materials Handler. The basis for this motion includes the due diligence evaluation of products done by staff and, after such evaluation, staff's recommendation that the product best suited for the library is the product made by TechLogic.

Roll call on motion:

Yes: Trustees Filapek, McCleary, O'Neill, Orr, Plonczynski, Riddick, Sánchez

No: None

Abstain: None

Absent: None

Motion Carried

PURCHASE OF AUTOMATED MATERIALS HANDLER APPROVED AS PRESENTED

Change Order Authorization

Matthew Orr discussed with the board in the Buildings and Grounds Committee recommendation that the board to give the Executive Director authorization to approve change orders to the Eola Road Branch renovation contract up to \$25,000. The intent is to keep the project moving and prevent delays that may be costly.

Scott McCleary moved, and Matthew Orr seconded to authorize the Executive Director to approve change orders to the Eola Road Branch Renovation and Addition contract up to \$25,000 without the prior approval of the board.

Roll call on motion:

Yes: Trustees Filapek, McCleary, O'Neill, Orr, Plonczynski, Riddick, Sánchez

No: None

Abstain: None

Absent: None

Motion Carried

CHANGE ORDER AUTHORIZATION APPROVED AS PRESENTED

Executive Session

Katrina Plonczynski moved, seconded by Matthew Orr, to adjourn to executive session at 7:21 p.m. 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, McCleary, O'Neill, Orr, Riddick, Plonczynski, Sánchez

No: None

Abstain: None

Absent: None

Motion carried

EXECUTIVE SESSION APPROVED

Adjournment of Executive Session/Return to Open Session

Scott McCleary moved, seconded by Melinda Riddick, the board voted unanimously by roll call to adjourn the executive session at 8:03 p.m. and return to Open Session.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion carried

**EXECUTIVE SESSION ADJOURNED/MOTION TO RETURN TO OPEN SESSION
APPROVED**

Adjournment

Scott McCleary moved, seconded by Matthew Orr, the board unanimously voted to adjourn at 8:04 p.m.

All in favor

Motion carried

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**
