

**Aurora Public Library District
Regular Board Meeting
Board of Library Trustees
January 22, 2025**

CALL TO ORDER: 6:00 p.m.

Roll Call

Present: Trustees Joe Filapek, Paul LaTour, Matthew Orr, Kevin O’Neill, 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 Communications and Marketing Miriam Meza-Gotto, Director of Human Resources Brenda Blough and Administrative Assistant Kim Gautschi

ADDITIONS/CHANGES TO THE AGENDA: None.

MINUTES OF DECEMBER 18, 2024, REGULAR BOARD MEETING:

Kevin O’Neill moved, seconded by Joseph Sánchez, the board approved the minutes of the December 18, 2024 regular board meeting.

All in Favor

Absent: None

Motion carried

REGULAR BOARD MEETING 12-18-2024 MINUTES APPROVED

EXECUTIVE DIRECTOR’S REPORT:

Michaela Haberkern reported that she, Heather Sturm, Krista Danis and Jeff Desjardine have been meeting weekly with representatives from Lo Destro Construction and Studio GC. The team is still waiting on the permit from the City of Aurora. Michaela also reported that budget planning for FY26 has begun, that the library will be holding a Seed Swap on Saturday, January 25 at all locations, and that there is a continuing education opportunity for trustees on February 7 on Social Media Best Practices for Library Trustees.

POLICY AND PERSONNEL COMMITTEE:

Policy and Personnel Committee Chair Paul LaTour reported that the committee met on January 8 to discuss revisions to the Unattended Child Policy, the Exhibit and

Display Policy and the Special Events Policy as part of the regular review cycle. The committee is still working on the Customer Behavior and Security Policy, and it and the Special Events Policy should be on the board agenda in March. The Unattended Child Policy and Exhibit and Display Policy are in New Business and discussion was deferred to that time.

PUBLIC COMMENTS: One member of the community addressed the board to inquire if the library has a clear process to ensure justice and restore privileges to customers who have been suspended.

NEW BUSINESS:

Approval of December/January 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 January 2024 expenses and provided answers to the library board's questions.

Matthew Orr moved, seconded by Joseph Sánchez, to approve the monthly expenditures as listed on the Authorization Sheet for the period December 14, 2024 to January 17, 2025, in the amount of \$1,351,292.69.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

PAYMENT OF BILLS 12-14-24 TO 01-17-25 APPROVED

Audit Report

Riley Martin of Lauterbach & Amen, LLP presented the FY24 Audit Report to the board. Riley indicated there were no difficulties working with the library in the audit. Current recommendations propose the library have a formal Capital Asset policy in place. Lauterbach & Amen will work with Mark Salem and Michaela Haberkern to create the policy.

Matthew Orr moved, seconded by Joseph Sánchez, to approve the FY2024 Audit Report as presented.

Roll call on motion:

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

No: None
Abstain: None
Absent: None
Motion Carried

FY2024 Audit Report Approved

Treasurer's Report

Mark Salem presented the FY2024 Treasurer's Report. The Treasurer's Report will be filed with DuPage, Kane, Kendall and Will counties.

Matthew Orr moved, seconded by Joseph Sánchez, to approve the FY2024 Treasurer's Report.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

FY2024 TREASURER'S REPORT APPROVED

School Services Update

Marianna Guerrero, School Services Librarian, presented an overview of the services provided to elementary schools in Aurora. In FY24, staff visited 22 schools in 57 visits and saw almost 4,000 children. The library provided bilingual classrooms visits; facilitated teacher book loans, tours of the library, quarterly newsletters to School Districts 129 and 131 and provides quarterly newsletters to APLD staff as well as professional development. The library also provides library cards for educators and holds specialized events to promote literacy.

Levy Abatement Ordinance

Michaela Haberkern introduced the Levy Abatement Ordinance as the board's instruction to the county clerks not to collect additional funds to support the \$13 million General Obligation Bond issued last fall for the Eola renovations. The bond was intentionally structured so that the library would not need additional revenues for support.

The library asked the board for consideration of the levy abatement ordinance abating the tax heretofore levied for the year 2024 to pay the debt service on the District's outstanding \$13,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2024.

Upon the adoption of this Ordinance, a certified copy will be filed with the County Clerks of Kane, DuPage, Kendall and Will Counties, Illinois, and it shall be the duty of said County Clerks to abate said tax levied for the year 2024 in accordance with the provisions hereof. After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said ordinance.

Matthew Orr moved, seconded by Joseph Sánchez, to approve Ordinance No. 2025-1 abating the Tax Heretofore Levied which notifies the county clerks not to levy a separate tax in addition to Ordinance 2024-4, the Tax Levy Ordinance.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

ORDINANCE NO. 2025-1 ABATING THE TAX HERETOFORE LEVY APPROVED

Unattended Child Policy

The Unattended Child Policy revision focuses on how the library handles children left alone when the library is open and separately, how the library handles children left alone at closing. The intent is to clarify parent/caregiver responsibility. Proposed revisions to the policy shortens the time staff will wait before getting the authorities involved when children are left alone at closing, from 20 minutes to 15 minutes. Staff do have leeway to extend that time if they hear from the parent/caregiver. As a matter of procedure, there will always be two staff waiting with children left alone at closing. The Policy and Personnel Committee recommend that the board approve this policy.

Kevin O'Neill moved, seconded by Matthew Orr, to approve the Unattended Child Policy as presented.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

UNATTENDED CHILD POLICY APPROVED

Exhibit and Display Policy

The revisions to the Exhibit and Display Policy remove all location information; as the library moves into renovations, that availability will shift, and staff will include it in the application to exhibit instead. The policy revision describes exhibits and displays in language echoing the Collection Development Policy and the Program Policy. The Policy and Personnel Committee recommends that the board approve this policy.

Kevin O'Neill moved, seconded by Joseph Sánchez, to approve the Exhibit and Display Policy as presented.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

EXHIBIT AND DISPLAY POLICY APPROVED

Suspension Appeals

Michaela reviewed the Customer Behavior and Security Policy and outlined for the board the library's suspension philosophy, practices and guidelines.

Suspension Appeal/Sean Stokes

Michaela reviewed the documentation regarding Mr. Stokes' suspension and the order of trespass issued by the Aurora Police Department at the library's request. Because of the extremely disruptive and violent nature of his actions on multiple occasions, the library recommends that Mr. Stokes' suspension be sustained.

Trustees discussed at length the library's responsibility to provide a safe and welcoming space for all and the reality of the extreme vulnerability of some of our most disruptive customers. Trustees expressed their keen awareness of the library's warming center function and the seriousness of suspending library access.

Kevin O'Neill moved seconded by Matthew Orr, the board approved to sustain the suspension of Sean Stokes.

Roll call on motion:

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

No: Plonczynski

Abstain: None

Absent: None
Motion Carried

SUSPENSION OF SEAN STOKES SUSTAINED

Suspension Appeal/Christine Dautrich

Michaela reviewed the documentation regarding Ms. Dautrich's suspension, and included review of other very recent suspensions. Because of the extremely disruptive nature of these incidents, and because of explicit threats of violence to staff, the library recommends the suspension be sustained.

Trustees had a thorough and thoughtful discussion of the incidents documented in the reports, including one that occurred after the suspension currently under appeal. Trustees expressed their trust in staff decision-making and once again grappled with the issues surrounding sustaining, shortening, or revoking this suspension.

Kevin O'Neill moved seconded by Melinda Riddick, the board approved to sustain the suspension of Christine Dautrich.

Roll call on motion:

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

No: None

Abstain: Orr

Absent: None

Motion Carried

SUSPENSION OF CHRISTINE DAUTRICH SUSTAINED

Suspension Appeal/Jovan Sievers

Michaela reviewed the documentation regarding Mr. Sievers's suspension for theft in the library. Due to the criminal nature of this activity, the library recommends the suspension be sustained.

Trustees discussed the circumstances of this suspension, with some mention of property theft perhaps not meriting suspension in some instances, as well as testimony from a trustee who experienced theft and found that it left a lasting injury. The library's function as a warming center and a place of refuge for Aurora's most vulnerable was again central to the discussion.

Kevin O'Neill moved seconded by Melinda Riddick, the board approved to sustain the suspension of Jovan Sievers.

Roll call on motion:

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

No: Orr, Plonczynski

Abstain: Sánchez

Absent: None

Motion Carried

SUSPENSION OF JOVAN SIEVERS SUSTAINED

Adjournment

Katrina Plonczynski moved, seconded by Joseph Sánchez, the board unanimously voted to adjourn at 7:46 p.m.

All in favor

Motion carried

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**
