



**AURORA PUBLIC LIBRARY DISTRICT  
REGULAR BOARD MEETING  
BOARD OF LIBRARY TRUSTEES  
APRIL 27, 2022**

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

Present: Trustees Ryan Cytryn, Joe Filapek, Matthew Orr, Melinda Riddick, Suzanne Stegeman

Absent: Paul LaTour and Sandeep Londhe

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Communications Manager Miriam Meza-Gotto, Finance Manager Mark Salem, Human Resources Manager Brenda Blough, Director of Neighborhood Services Heather Sturm, Foundation Manager Laura Stoney, Maintenance Manager Jeff DesJardine, West Branch Manager Scott Grotto, ILS Manager Katie Fearnley and Administrative Assistant Robyn Beebee

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

**MINUTES OF THE MARCH 23, 2022 BOARD MEETING:**

Ryan Cytryn moved, seconded by Melinda Riddick, the board voted unanimously to approve the minutes of the March 23, 2022, Board Meeting.

All in Favor

Absent: Londhe, LaTour

Motion Carried

**BOARD MEETING 3-23-2022 MINUTES APPROVED**

**MINUTES OF THE MARCH 23, 2022 EXECUTIVE SESSION MEETING:**

Matthew Orr moved, seconded by Suzanne Stegeman, the board voted unanimously to approve the minutes of the March 23, 2022, Executive Session Meeting.

All in Favor

Absent: Londhe, LaTour

Motion Carried

**EXECUTIVE SESSION MEETING 3-23-2022 MINUTES APPROVED**

**EXECUTIVE DIRECTOR'S REPORT:**

Michaela Haberkern advised the staff is in the process of scheduling focus group meetings for the branch space plan with StudioGC. The focus groups meetings will be followed with a community survey. Once the public meetings are completed, StudioGC will compile the information and then present to the board. Plans and costs will then be determined and then presented to the Buildings and Grounds Committee where we will set our priorities and identify funding.

We have received final notice from all four counties on our tax extensions and we can expect to receive \$15,054,875 in property taxes to support library services in 2022/2023.

**FINANCE COMMITTEE REPORT:**

The Finance Committee met on April 6 to begin the budget/levy process. The committee reviewed the preliminary 2022/2023 working budget and will be meeting again in early May to finalize. We plan to bring it to the board for discussion at the May meeting and for approval in June. We also discussed our levy strategy for 2022/2023 and will bring a recommendation to the board.

**Paul LaTour arrived at 6:07pm**

**PUBLIC COMMENTS:** Two community members spoke to compliment staff on working during the paint/carpet project at West Branch and in support of extending open hours to 9:00pm.

**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.

Ryan Cytryn moved, seconded by Paul LaTour to approve the monthly expenditures as listed on the Authorization Sheet for the period March 24, 2022 to April 27, 2022 in the amount of \$1,037,288.76.

Roll call on motion:

Yes: Trustees Cytryn, Filapek, LaTour, Orr, Riddick, Stegeman

No: None

Abstain: None

Absent: Londhe

Motion Carried

**PAYMENT OF BILLS 3-24-22 TO 4-27-22 APPROVED**

Intro to West

West Branch Manager Scott Grotto, presented a snapshot of services, staff and facility at West Branch.

Consortia Update

ILS Manager Katie Fearnley gave an update on LinkIn.

Eco Clean Contract

Facilities Manager, Jeff DesJardine, briefed the board on the cleaning contract with Eco-Clean Maintenance, Inc.

Matthew Orr moved, seconded by Ryan Cytryn, the board voted unanimously to approve the Eco Clean Contract.

Roll call on motion:

Yes: Trustees Cytryn, Filapek, LaTour, Orr, Riddick, Stegeman

No: None

Abstain: None

Absent: Londhe

Motion Carried

**CLEANING CONTRACT BETWEEN ECO-CLEAN MAINTENANCE, INC. AND  
AURORA PUBLIC LIBRARY DISTRICT APPROVED**

**ADJOURNMENT**

Paul LaTour moved, seconded by Melinda Riddick, the board voted unanimously to adjourn at 6:47 p.m.

All in favor

Absent: Londhe

Motion carried

**ADJOURNMENT  
CERTIFIED TO BE A TRUE COPY**

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Secretary, Board of Trustees