



**AURORA PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
BOARD OF LIBRARY TRUSTEES
FEBRUARY 23, 2022**

CALL TO ORDER: 6:00 p.m.

Present: Trustees Ryan Cytryn, Joe Filapek, Paul LaTour, Matthew Orr, Melinda Riddick

Absent: Sandeep Londhe, Suzanne Stegeman

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

ADDITIONS/CHANGES TO THE AGENDA: None

MINUTES OF THE JANUARY 26, 2022 BOARD MEETING:

Ryan Cytryn moved, seconded by Paul LaTour, the board voted unanimously to approve the minutes of the January 26, 2022, Board Meeting.

All in Favor

Motion Carried

BOARD MEETING 1-26-2022 MINUTES APPROVED

Sandeep Londhe arrived at 6:04 p.m.

EXECUTIVE DIRECTOR'S REPORT:

Michaela Haberkern introduced the new Finance Manager, Mark Salem.

Michaela updated the board on the library's policy on severe weather events and how the library handles such situations on a staff level

The library was honored with a visit from the Mexican Consulate. It was a lovely visit, and they made a donation of materials to our foreign language collection.

We were notified this week by the Department of Commerce and Economic Opportunity that the Foundation was the recipient of a \$400,000 grant for the new bookmobile and that the library was the recipient of a \$150,000 infrastructure grant.

Governor Pritzker is expected to lift the indoor mask mandate as of February 28, and as that has been our authority to require masks in our facilities, masks will be optional as of that date in Aurora Public Library District facilities.

POLICY AND PERSONNEL COMMITTEE REPORT:

The Policy and Personnel Committee met on February 9 to discuss a proposed succession plan and revisions to the Confidentiality of Library Records Policy.

PUBLIC COMMENTS: One community member spoke about positive press coverage of library services and events.

NEW BUSINESS:

Approval of January-February Bills

Melinda Riddick moved, seconded by Paul LaTour to approve the monthly expenditures as listed on the Authorization Sheet for the period January 27, 2022 to February 23, 2022 in the amount of \$912,205.701.

Roll call on motion:

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

No: None

Abstain: None

Absent: Stegeman

Motion Carried

PAYMENT OF BILLS 1-27-22 TO 2-23-22 APPROVED

Services to Adults Update

Senior Manager of Adult Services Eric Battaglia joined us for a discussion of the main services that the library provides to adults.

Succession and Continuity Plan

The Policy and Personnel Committee recommended the full board approve the Succession and Continuity Plan as presented.

Matthew Orr moved, seconded by Paul LaTour, the board voted unanimously to approve the Succession and Continuity Plan.

All in Favor

Motion Carried

SUCCESSION AND CONTINUITY PLAN APPROVED

Confidentiality of Library Records Policy

The Policy and Personnel Committee recommends the full board approve the revisions to this policy.

Ryan Cytryn moved, seconded by Sandeep Londhe, the board voted unanimously to approve the Confidentiality of Library Records Policy.

All in Favor

Motion Carried

CONFIDENTIALITY OF LIBRARY RECORDS POLICY APPROVED

West Branch Lobby Service Plan

Heather Sturm addressed the work being completed at West Branch. Painting is nearly complete and carpet installation is tentatively scheduled for the last week in March.

Temporary West Branch Closure for Carpet Installation

Staff recommend a three day closure of the facility to install flooring in the entrance hallway and the circulation area. The branch will then reopen for limited service until installation is complete.

Matthew Orr moved, seconded by Melinda Riddick, to give the Executive Director authority to temporarily close the West Branch of the Aurora Public Library District for a period not to exceed three days for carpet installation.

Roll call on motion:

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

No: None

Abstain: None

Absent: Stegeman

Motion Carried

AUTHORITY GIVEN TO EXECUTIVE DIRECTOR TO TEMPORARILY CLOSE THE WEST BRANCH OF THE AURORA PUBLIC LIBRARY DISTRICT FOR A PERIOD NOT TO EXCEED THREE DAYS FOR CARPET INSTALLATION APPROVED

ADJOURNMENT

Paul LaTour moved, seconded by Ryan Cytryn, the board voted unanimously to adjourn at 7:04 p.m.

All in favor

Motion carried

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**

Secretary, Board of Trustees

Kg