



**AURORA PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
BOARD OF LIBRARY TRUSTEES
MAY 26, 2021**

Public Act 100-0640 amends the Open Meetings Act to expressly authorize public bodies to meet remotely in certain circumstances without the otherwise required quorum present at the meeting place. The new law requires the head of the public body determine that an in-person meeting is not practical or prudent because of a disaster. At least one member of the public body or the Chief Administrator Officer or the Chief Legal Officer must be physically present at the meeting place unless it is not feasible because of the disaster. Michaela Haberkern is present at the library. The library is partially open today, so it is feasible for her to be there. The meeting will be recorded and will be available on the library's website for 30 days and will be archived in our Administrative offices thereafter. The meeting was held via Zoom and viewable on the library's Facebook page. As with all open meetings we provide space for public comments in accordance with the law. For the purposes of this virtual meeting we asked the public to submit their comments via email or voice messages.

OATH OF OFFICE: All Trustee's oaths of office were signed and notarized prior to the meeting. Tonight, the oaths were administered to each Trustee publicly via Zoom.

ELECTION OF PRESIDENT PRO TEM: A president pro tem was elected to call the meeting to order, make an in-person meeting finding and preside over election of officers. The president pro tem's office expires when the new president is elected.

Melinda Riddick moved, seconded by Ryan Cytryn to nominate and elect Joe Filapek as President Pro Tem.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

ELECTION OF JOE FILAPEK AS PRESIDENT PRO TEM OF THE AURORA PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES APPROVED

CALL TO ORDER: at 6:13 p.m.

President Pro Tem Joe Filapek stated in accordance with the Government Emergency Administrative Act PA100-0640, the Aurora Public Library District Board of Directors find an in-person meeting is not practical or prudent because of the ongoing public health emergency and believes it is in the library's best interest to hold a virtual meeting to perform essential business.

Present: Trustees Ryan Cytryn, Joe Filapek, Paul LaTour, Sandeep Londhe, Matthew Orr, Melinda Riddick, Suzanne Stegeman

Absent: None

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Director of Neighborhood Services Heather Sturm, Finance Manager Shelby Pratt, Attorney Roger Ritzman, Administrative Assistant Kim Gautschi



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ELECTION of OFFICERS:

Our attorney, Roger Ritzman, congratulated the new board noting the historic moment of the first elected board for the library district. Under the Public Library District Act, the first order of business of the new board is the election of officers. The President's duties include handling the administration of the meeting. The Vice President would step in in the absence of the President. The Secretary's responsibility would be to make sure we maintain all our official records, and the Treasurer would have oversight of the financial matters in coordination with the library director and staff. The library has by-laws that address the responsibility of the officers with more specificity. Roger Ritzman confirmed a trustee can nominate himself/herself for an office.

Nomination for President of Aurora Public Library Board of Trustees:

Matthew Orr moved, seconded by Ryan Cytryn to nominate and elect Joe Filapek as President of Aurora Public Library Board of Trustees.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

**ELECTION OF JOE FILAPEK AS PRESIDENT OF THE AURORA PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
APPROVED**

Nomination for Vice President of Aurora Public Library Board of Trustees:

Matthew Orr moved, seconded by Paul LaTour to nominate and elect Matthew Orr as Vice President of Aurora Public Library Board of Trustees.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

**ELECTION OF MATTHEW ORR AS VICE PRESIDENT OF THE AURORA PUBLIC LIBRARY DISTRICT BOARD OF
TRUSTEES APPROVED**

Nomination for Treasurer of Aurora Public Library Board of Trustees:

Melinda Riddick moved, seconded by Suzanne Stegeman to nominate and elect Melinda Riddick as Treasurer of Aurora Public Library Board of Trustees.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

**ELECTION OF MELINDA RIDDICK AS TREASURER OF THE AURORA PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
APPROVED**



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Nomination for Secretary of Aurora Public Library Board of Trustees:

Suzanne Stegeman moved, seconded by Matthew Orr to nominate and elect Suzanne Stegeman as Secretary of Aurora Public Library Board of Trustees.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

**ELECTION OF SUZANNE STEGEMAN AS SECRETARY OF THE AURORA PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
APPROVED**

TERM LOTTERY:

Michaela Haberkern explained our term lottery to determine how long each Trustee will serve on the board. This is a one-time action as a newly constituted board and will establish an election rotation for future board members. Two members will serve two years, two will serve four years and three will serve six years. All members were elected to six-year terms. Board action can change that to four years, but that action will not change the terms established in tonight's drawing. Each board member selected a numbered card 1 through 7. The term length is displayed on the reverse side of the card. Terms drawn were:

Ryan Cytryn 2-year term

Joe Filapek 6-year term

Paul LaTour 4-year term

Sandeep Londhe 2-year term

Matthew Orr 6-year term

Melinda Riddick 6-year term

Suzanne Stegeman 4-year term

ADDITIONS/CHANGES TO THE AGENDA: None

MINUTES OF APRIL 28, 2021 BOARD MEETING:

Melinda Riddick motioned to approve the April 28, 2021 board minutes. Joe Filapek seconded that motion stating the minutes were an accurate representation of the proceedings of the April 28, 2021 board meeting.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

BOARD MEETING 4-28-21 MINUTES APPROVED



**AURORA PUBLIC LIBRARY DISTRICT
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APRIL 28, 2021**

STAFF AND BOARD INTRODUCTIONS:

Michaela Haberkern introduced the Senior Management to the board.

Board members introduced themselves.

EXECUTIVE DIRECTOR'S REPORT: Michaela Haberkern advised she will prepare a written report for the board packet each month. In addition to the written report in the board packet, Michaela reported that the library is in Step 3 of our Re-opening Plan. We plan to move to Step 4, full hours of services on June 5. We will continue to follow guidelines on masking and distancing as they apply.

The library hired an Equity, Diversity and Inclusion Consultant, Rashida Graham Washington, earlier this year. We are currently in the policy review phase of this year long project.

STATISTICAL SNAPSHOT: Tom Spicer shared a review of statistics and program and service highlights.

PUBLIC COMMENT: One community member welcomed and congratulated the new board.

NEW BUSINESS:

Shelby Pratt provided an overview of the financial reports included in the board packet.

Approval of April-May Bills

Matthew Orr moved, seconded by Melinda Riddick to approve the monthly expenditures as listed on the Authorization Sheet for the period April 29, 2021 to May 26, 2021 in the amount of \$929,771.90.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

PAYMENT OF BILLS 4-29-21 TO 5-26-21 APPROVED

Financial Ordinance Calendar

Roger Ritzman gave an overview on the requirements of a Financial Ordinance Calendar.

Paul LaTour moved, seconded by Matthew Orr to approve Ordinance 2021-4 Financial Ordinance Calendar for 2021-2022.

Roll call on motion:

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

No: None

Abstain: None

Absent: None



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Motion Carried

ORDINANCE 2021-4, FINANCIAL ORDINANCE CALENDAR FOR 2021-2022 APPROVED

Nonresident Card Program Participation

The continuation of the 2021 - 2022 statewide nonresident card participation program and the non-resident card fee was presented to the board by Michaela Haberkern.

Matthew Orr moved, seconded by Suzanne Stegeman, to continue to participate in the nonresident card program for 2021 - 2022.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

NONRESIDENT CARD PROGRAM APPROVED

Approval of fee for nonresident cards

State law provides for libraries to set their own nonresident card fees according to formula and consideration of the residents' property values and tax. Michaela Haberkern recommended the 2021 - 2022 nonresident fee set at \$232.25. While this is an increase over last year's nonresident fee, this is the lowest legally allowable fee. It allows us to continue to welcome new families to the library and is fair to taxpayers. The Aurora Public Library District Foundation continue to offer the Light of Learning scholarship cards to eligible nonresidents. Families who are eligible will pay \$25 and the Foundation will fund the rest. In addition, last year's Cards for Kids legislation requires the library to provide free cards for students in Aurora schools who live in the township areas outside of our service area.

Suzanne Stegeman moved, seconded by Ryan Cytryn to approve to set its annual nonresident cardholder fee to \$232.25 for July 1, 2021 through June 30, 2022.

Roll call on motion:

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

No: None

Abstain: None

Absent: None

Motion Carried

NONRESIDENT CARD FEE APPROVED

ADJOURNMENT

Paul LaTour moved, seconded by Melinda Riddick, the board voted unanimously to adjourn at 7:33 p.m.

Roll call on motion:

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

No: None



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Abstain: None
Absent: None
Motion carried.

**ADJOURNMENT
CERTIFIED TO BE A TRUE COPY**

Kg

Secretary, Board of Trustees