

Minutes of the Aurora Public Library District Board of Trustees

February 26, 2018 Meeting

The Aurora Public Library District Board of Trustees met on February 26, 2018, at the Aurora Public Library, APL. President Ben Turner called the meeting to order at 6:09pm with Sue Manford, Randy Dennis, Dorothy Svava, Michelle Ryan and Maureen Eller present. Business Manager Janet Hall Loudon was also present. Angela Burkhardt was unable to attend.

A motion was made by Ryan and seconded by Dennis to approve the January 22, 2018 meeting minutes. The motion carried.

Librarian's report

Business Manager Janet Hall Loudon discussed the Food for Fines program. Although a successful program in the past, this time a lower turn out than expected. The program will conclude at the end of February.

Hall Loudon informed the board that the Aurora Public Library District has received \$1,490.00 in memorial donations in memory of Director Mary Alice Horton. Book purchasing will begin in March and a memorial plate will be placed in each purchase.

Hall Loudon informed the board that the Library has received a \$50.00 memorial donation from Susan Sutton in honor of her mother Carolyn Sutton.

Old Business

Hall Loudon updated the board that the library continues to work with RJ Lewis on the LED project.

New Business

A motion was made by Dennis and seconded by Ryan to continue the lawn care service for the 2018 season with Tim Slayback. The cost would remain the same as last year.

After review of the 2018 quotes submitted by Brumblay Gardens for 2018 landscaping, a motion was made by Svava and seconded by Eller to accepted the contracts as presented.

A motion was made by Manford and seconded by Ryan to cap employee leave hours. Details were discussed and the policy will be written and reviewed for adoption at the March board meeting.

President Turner and board member Maureen Eller discussed with the board the details of interviews conducted February 9, 2018 for the vacant Director position. After board discussion, a motion was made by Manford and seconded by Ryan to offer the Director Position to candidate Margaret Dean. Salary negotiations will be handled by President Turner with a salary limit agreed upon by the board. All other benefits will remain the same as Ms. Dean's current position.

Finances

The official public bond has been received for Angela Burkhardt. Angela will take the oath for the bond paperwork at the March meeting.

Business Manager Hall Loudon made the board aware of an error on the claims paperwork. Payroll dated 12/14/2017 totaling \$11,131.30 has been presented twice. Once on the December 2017 claims and on the January 2018 claims. The January 2018 claims will be corrected.

A motion was made by Dennis and seconded by Ryan to accept the February claims 001289-001300, 008468-008550, 505861E-505896E totaling \$130,718.34 listed on the Check Summary Register and to file for audit. The motion carried.

The Treasurer's Report for January was not presented. End of year processing had not been completed. The Treasurers Report will be presented at the March meeting.

President Ben Turner reminded the Board that the next meeting will be at the Aurora Public Library on March 26th at 6:00pm.

Eller made a motion to adjourn the meeting at 7:43pm.