

Minutes of the Aurora Public Library District Board of Trustees

May 21, 2018 Meeting

The Aurora Public Library District Board of Trustees met on May 21, 2018, at the Aurora Public Library. President Ben Turner called the meeting to order at 6:04 pm with Angela Burkhardt, Sue Manford, Randy Dennis, Maureen Eller, and Dorothy Svava present. Library Director Margaret Dean (Peggy) and Business Manager Janet Hall-Louden were also present. Michelle Ryan arrived late.

Two minor corrections were made to the April 23, 2018 meeting minutes. A motion was made by Eller and seconded by Manford to approve the April 23, 2018 meeting minutes as corrected. The motion carried.

Librarian's Report

The Library District is all geared up for a great Summer Reading Program and will have all materials in place for patrons by Tuesday, May 29th. We are fortunate to be a stop on Jim Gill's National Campaign for Play Tour. Jim Gill is a musician and author with unique credentials among children's artists. He is a child development specialist, with a special emphasis on the study of play and is performing at several Indiana libraries in June. We also will hold family programs presented by the Cincinnati Museum Center and by Kim Haverkos from the Greater Cincinnati STEM Collaborative.

Jeannie Summers has left the Library District after completing two weeks of training. Stephanie Seimer will be starting at the Library on May 29th as a Librarian Assistant (full-time). Two high school students, Sky Perry and Hunter Meister, have been hired as part-time Library Event Staff to assist with programs during the summer. An additional full-time staff member has been hired to begin in July.

Shelby Austin and Ashton Richards hosted the first "Stuck Between the Pages", a book discussion group for high school students. Two more high school book discussions are planned for the summer.

Kim Batchelor and Joey Black provided a craft at the Dillsboro Public Library for the Dillsboro in Bloom celebration on Saturday, May 12th. Cathy Wilkymacky provided programs for the Aurora Elementary School Enrichment Day on May 18th.

At an Indiana Library Federation Regional Conference in New Albany, Dean attended training on hospitality intelligence, cyber threats, technology competencies, and working with patrons with mental health issues. Dean will be presenting some of these topics to staff members at future staff meetings or training days.

Janet Hall-Louden and Dean met with representatives from U.S. Bank to establish Dean as an authorizer for the payroll account. Dean has also been added as a signatory for accounts at UCB and First Financial. Dean will be added to the accounts for Main Source after the bank's merger with First Financial is complete.

A motion was made by Dennis and seconded by Svava to accept the Librarian's Report. The motion carried.

Old Business

APLD Long Range Plan: A request for a waiver has been made to the Indiana Library and Historical Board. The request has been reviewed by Jennifer Clifton at the Indiana State Library, and the Board will be notified after the June meeting of the Library and Historical Board.

Thank You notes: The Aurora Ministerial Alliance extended their thanks to the Aurora Public Library District for serving as a prayer location on May 3rd. The Library District also received a "Thank You" from the Hoosier Hills Literacy League.

The APLD Web Page: The web page has been updated to reflect Board Meeting minutes for January, February, and March 2018. Additional minutes will be added after they are approved by the Board.

Internet Connectivity: The project to increase internet band width at the three Library buildings is underway and will be completed at the Aurora Public Library and the Local History Library this week.

Health Insurance: Our account representative at R.E. Sutton has been contacted with a request to prepare proposals for 2019 Health Insurance plans.

New Business

HVAC: Seasonal maintenance has been performed on the HVAC units, and minor repairs have been made at the Dillsboro Public Library.

Annual Budget Timeline: After attending a State Board of Accounts Budget workshop, Dean would like to present the following schedule for 2019 Budget preparation and approval.

July 23: Health Insurance discussion at the July Board Meeting
August 17: last date to publicize the Public Budget Hearing
August 27: Public Budget Hearing
October 22: Budget approval at Board Meeting
October 24: Budget submitted within 48 hours of approval

Manford made a motion to accept the Budget timeline. The motion was seconded by Eller and the motion carried.

Finances

A motion was made by Dennis and seconded by Svara to accept the following claims: 001321-001327, 008645-008694 and 505945E-505967E totaling \$72,125.64. These claims are listed on the Check Summary Register and will be filed for audit. The motion carried.

A motion was made by Ryan and seconded by Burkhardt to approve the April Treasurer's report. Motion carried.

Next meeting will be at the Aurora Public Library on Monday, June 25, 2018.

Svara made a motion to adjourn the meeting at 6:28 pm.