

## Minutes of the Aurora Public Library District Board of Trustees

### May 20, 2019 Meeting

The Aurora Public Library District Board of Trustees met on May 20, 2019, at the Aurora Public Library. Vice-President Dorothy Svava called the meeting to order at 6:08 pm with Angela Burkhardt, Sue Manford, and Maureen Eller present. Library Director Margaret Dean (Peggy) and Business Manager Janet Hall-Louden were also present. Randy Dennis, Michelle Ryan, and Ben Turner were unable to attend.

#### Board Meeting Minutes

A motion was made by Manford and seconded by Eller to approve the April 22, 2019 Board Meeting minutes. The motion carried.

#### Librarian's Report

Programs during the past month have included school visits to the Aurora Public Library, Medicare presentations at both branches, a Dads and Donuts program at the Aurora Public Library, and other activities. Stephanie Siemer welcomed Wee Wonders Preschool to the Aurora Library on April 25<sup>th</sup> and provided a program at the Manchester Elementary School during an Enrichment Day on May 2<sup>nd</sup>. Children from Wee Wonders always donate one dollar each to the Library during this annual event, and the money is used to purchase new picture books for the collection. Siemer also provided stories and a craft for children attending the Hillforest Pioneer Day on May 18<sup>th</sup>. In Dillsboro, Library staff provided a craft station during Dillsboro in Bloom on May 11<sup>th</sup>.

The Aurora Public Library had planned to participate by hosting South Dearborn High School students during the annual Community Clean-up Day, but the event was cancelled due to threatening weather.

Staff members are putting the final touches on a variety of programs for all ages as part of the Universe of Stories Summer Reading Program. Community members will be able to register for the program beginning on Thursday, May 23<sup>rd</sup>.

In support of the Crossroads: Change in Rural America Exhibit which will be at the Dillsboro Public Library in September and October of 2019, students at the Dillsboro Elementary School have participated in an essay contest on the theme, "If I was the mayor of Dillsboro, I would ...". Entries are currently being evaluated and the winners will be announced at the Dillsboro School Awards Day on Thursday, May 23<sup>rd</sup>. A photography contest for teens and adults is also underway. Winning photographs will be part of the local content added to the Crossroads exhibit.

Dean also shared a thank –you letter from Julie Schlesselman, Department Head of the Genealogy Department of the Franklin County Public Library District, complimenting Roy Lambert on his excellent presentation at a recent event.

#### Old Business

**Hiring:** Cory Lyon has been added to the Library staff as a part-time Library Assistant. Shirley Smith has also been hired as a part-time Library Assistant and will be beginning in June.

#### New Business

The Local History Library has developed a significant rodent problem. Terminix did an inspection on Friday, May 10<sup>th</sup>. The inspector recommended a course of action to include interior and

exterior traps, blocking of access points, and removal of a large nest from the attic area. The building was closed on Saturday, May 18<sup>th</sup> due to the extermination process. An annual contract for pest inspection has been added for the Local History Library.

The Dillsboro Public Library was contacted by the Fire Department about the possibility of placing an AED defibrillator device in the Library. The Fire Department is applying for grant to place the devices around town. They are willing to provide staff training if we decide to accept the device. A motion was made by Manford to accept an AED for the Dillsboro Public Library. The motion was seconded by Burkhardt and the motion carried.

Although new staff members have been required to get a Criminal Background Investigation, we currently have eight staff members without one on record. Dean is recommending that these staff members be required to do this. The cost to each employee will be \$7.00. A motion was made by Eller and seconded by Burkhardt to require all staff members to have a Criminal Background Investigation on file with the Library District.

### Finances

**Renewal on InfoExpress Delivery service:** The Library District currently pays for 5-day per week service at both APL and DPL. The price has increased from \$5,300 to \$8,300 for the 2019-2020 contract. Dean explained that the Library District currently pays for service five days per week at both the Aurora Public Library and the Dillsboro Public Library. A motion was made by Manford and seconded by Burkhardt to renew the service at the same level for the 2019-2020 contract. The motion carried.

**Claims:** A motion was made by Manford and seconded by Eller to accept the following May claims: 001414-001421, 009197-009237 and 506280E-506306E totaling \$90,133.14. These claims are listed on the Check Summary Register and will be filed for audit. The motion carried.

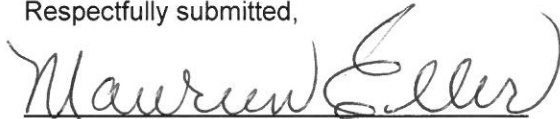
### **Treasurer's Report**

The April 2019 Treasurer's Report was presented. A motion was made by Manford and seconded by Eller to accept the report. The motion carried.

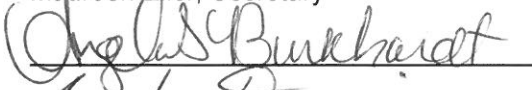
The next meeting will be at the Aurora Public Library on Monday, June 24, 2019 at 6 p.m.

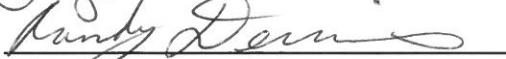
Eller made a motion to adjourn the meeting at 6:38 pm.

Respectfully submitted,



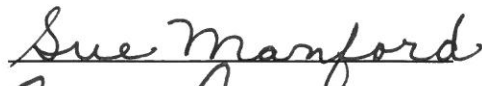
Maureen Eller, Secretary

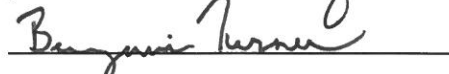












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