

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

### November 26, 2018 Meeting

The Aurora Public Library District Board of Trustees met on November 26, 2018, at the Aurora Public Library. President Ben Turner called the meeting to order at 6:04 pm with Sue Manford, Angela Burkhardt, Randy Dennis, and Dorothy Svava present. Library Director Margaret Dean (Peggy) and Business Manager Janet Hall-Louden were also present. Maureen Eller and Michelle Ryan were unable to attend.

A motion was made by Manford and seconded by Svava to approve the October 22, 2018 Board Meeting minutes. The motion carried.

#### Librarian's Report

Brumbley Gardens has performed a seasonal cleanup of the flower beds at all three library locations. The flagpole at the Dillsboro Public Library was repaired by the National Flag Company of Cincinnati, so the flag may now be lowered and raised as needed.

The Library staff has been doing a wonderful job with displays of books and other resources at both the Aurora and the Dillsboro libraries. Current displays are highlighting new biographies, Native American juvenile fiction, books that have been turned into movies, and Stan Lee books and movies. Holiday decorating has taken place at the Dillsboro Public Library and will be done at the Aurora Public Library and the Local History Library on Tuesday, November 27<sup>th</sup>. Holiday programs begin on Saturday, December 1<sup>st</sup> at all library locations. During December, programs will be provided for all age groups to enjoy, and the Silly Safari's Reindeer Reserve will be participating in Miracle on Main.

During the recent school cancellations, the Library District was used by many families for e-Learning as well as just a warm place to stay until power was restored.

Dean attended the annual Indiana Library Federation conference in Indianapolis on November 12-14. Sessions attended included Strategic Planning, Marketing with Social Media, Adult Programming, and Strategic Employee On-Boarding. Dean thanks the Library Board for providing this opportunity for professional development as well as the chance to connect with other library professionals.

On Friday, December 14<sup>th</sup>, the Dillsboro Public Library will be hosting a training event provided by the Indiana State Library. The training will be provided by Beth Yates, the Indiana State Library Children's Consultant and will be about the 2019 Collaborative Summer Library Program "A Universe of Stories". The training will be attended by Cathy Wilkymacky and Stephanie Siemer, as well as other Youth Librarians from the surrounding area.

The Library District received a thank-you note from the Lion's Club for the use of the Aurora Public Library during the Farmer's Fair King and Queen Contest.

#### Old Business

**Long Range Plan:** Dean is continuing to work on the Long Range Plan for the Library District. Dean asked the Board to consider the following goals as part of the plan.

**Goal 1.** The Aurora Public Library District will provide every member of the Library District with access to computers, Internet service, and other technology and will provide training opportunities that enable each person to use technology to enhance their personal and professional life.

**Goal 2.** The Aurora Public Library District will provide increased opportunities for all ages to interact through educational and recreational activities, and will become a location where community members gather to express and share ideas.

**Goal 3.** A comprehensive marketing plan will be developed and implemented to expand the community's knowledge of the services and programs offered by the Aurora Public Library District.

**Goal 4.** Employees of the Aurora Public Library District will receive professional training to enhance their understanding of current social trends such as homelessness, drug use, and poverty issues.

A motion was made by Burkhardt and seconded by Dennis to accept these goals. The motion carried.

**Memorial for Mary Alice Horton:** Hall-Louden reported on an option for a statue honoring former Director Mary Alice Horton. The bronze statue would be produced by the Randolph Rose Company and will include a plaque with Horton's years of service with the Library District. A motion was made by Manford and seconded by Burkhardt to purchase the memorial. The motion carried. The memorial will be installed in 2019 and will be coordinated with landscaping improvements near the lower entrance to the Aurora Public Library.

### **New Business**

**Nativity Sign:** The sign that was previously displayed next to the Nativity display provided by the Knights of Columbus is missing. A motion was made by Manford to replace the sign so community members are aware that the display is not provided by the Library District. The motion was seconded by Dennis and the motion carried.

**Tillman – Wireless Telecommunications Letter of Intent:** Dean shared a letter addressed to the Board from LCC Telecom Services, acting as an agent for Tillman Infrastructure. The company is offering to lease a 100' X 100' plot of ground at the Dillsboro Public Library for the purpose of erecting a wireless communications tower. Dean reported that Site Acquisition Manager Reid Seagren had shared that the lease would be for a term of 50-95 years at a rate of approximately \$600/month. Rent increases would occur after the first ten years and thereafter at five year intervals. By general consensus, this matter was tabled until Dean can gather more information, including the legality of accepting a lease agreement.

**2019 Holiday Calendar:** Dean presented a proposed 2019 Holiday Calendar for the Library District. A motion was made by Dennis and seconded by Svara to approve the Holiday Calendar. The motion carried.

### **Finances**

Dean presented the following informational items:

- Civista is now on the list of approved depositories.
- The remaining money from the PFS 2018 grant was used to purchase non-fiction books and Little Bits for STEM programming.
- Judy Grady will be eligible for health insurance and other benefits beginning on December 1, 2018.
- The Library District has received our 1782 Budget Notice.

**Claims:** A motion was made by Manford and seconded by Svara to accept the following claims: 001367-001373, 008929-008976 and 506115E-506141E totaling \$66,361.54. These claims are listed on the Check Summary Register and will be filed for audit. The motion carried.

A motion was made by Dennis and seconded by Manford to approve the October Treasurer's Report. Motion carried.

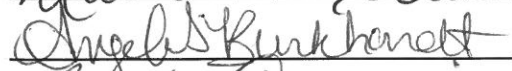
The next meeting will be at the Aurora Public Library on Monday, December 17<sup>th</sup>, 2018.

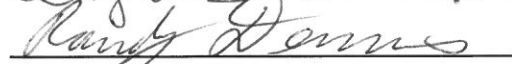
Burkhardt made a motion to adjourn the meeting at 6:48 pm.

Respectfully submitted,

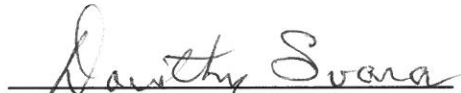
  
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Janet Hall-Louden, acting Secretary

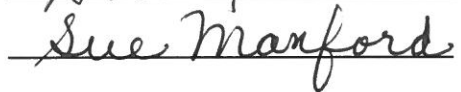
  
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Angela Burkhardt

  
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Randy Dennis

  
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Michelle Ryan

  
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Dorothy Svora

  
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Sue Manford

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