

Minutes of the Aurora Public Library District Board of Trustees

August 23, 2021 Meeting

The Aurora Public Library District Board of Trustees met on August 23, 2021, at the Aurora Public Library.

The meeting was called to order at 6:25 pm by President Ben Turner. In attendance were Board members Brenda Watts, Sue Manford, Angela Burkhardt, Randy Dennis, and Jascia Robinson. Library Director Margaret Dean (Peggy) and Business Manager Janet Hall-Louden were also present.

Public Hearing for the 2022 Aurora Public Library District Budget:

The Form 3: Notice to Taxpayers concerning the Public Budget Hearing was submitted on August 9th, 2021. Dean met with the Department of Local Government Finance on August 9th. Using the Maximum Levy Growth Quotient of 4.3 %, 2022 budgets were set at:

<u>Budgets</u>	<u>Operating/General</u>	<u>Rainy Day</u>	<u>Library Improvement Fund</u>
Amounts	\$ 1,327,940.00	\$125,000.00	\$150,000.00

The total Budget is \$1,602,940.00.

The 2022 Budget is scheduled to be approved by the Board on October 25, 2021.

Board Meeting Minutes: Dennis made a motion to accept the minutes from the July 26, 2021 Board meeting. The motion was seconded by Burkhardt, and the motion carried.

Librarian's Report

The process has been started of training all full-time staff members in procedures and resources at the Local History Library. I am working toward a model where any staff member could be assigned to that building, rather than relying on just two staff members.

I have agreed to supervise an Ivy Tech student in a Library Science practicum during the fall semester. Emily Combs will be working in the Library District for nine hours each week. She is currently working on a collection management project at the Dillsboro Public Library. During the semester, she will also be working at the Local History Library to scan and organize documents, and she will be working with Dean on displays and programming planning.

September is National Library Card Sign-up Month, and the marketing team will be working to spread the word about the benefits of a library card, visiting both South Dearborn High School and Ivy Tech during the lunch periods. Any person who registers for a new library card during September will receive some library swag and will be entered into a drawing. You can also be entered into the drawing if you bring a friend to the library to register for a new card. We'll also be passing out Library Bingo sheets at the circulation desks to help patrons discover the variety of ways they can use their library cards.

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

Old Business:

Concrete steps at the Aurora Public Library: Dean has been in touch with Knippenberg Concrete and he is willing to repair the steps, but it might be 2-3 months before he gets to it.

New Business

Staffing: Stephanie Siemer has resigned from the Library District. Dean shared her letter of resignation with the Board.

Shelf Repair at the Local History Library: Meunchen Handyman Services has been contacted about repairing a bookshelf in the Local History Library.

Aurora Farmers Fair Hours: The Aurora Farmers Fair will be held on September 29th – October 2nd. On the Wednesday, Thursday, and Friday of the Fair, Library staff at the Aurora Public Library and the Local History Library will be working 8:00 – 4:30 and the buildings will close to the public at 4 pm. The Aurora Public Library will again be hosting the King and Queen candidates on the first night of the Fair. On Saturday, October 2nd, the Aurora Public Library and the Local History Library will be closed. The Dillsboro Public Library will be maintaining regular hours during the Farmers Fair.

Finances

Update on the transfer of funds to Civista from US Bank: All checks have cleared from the US Bank checking account and the account will be closed after September 1. During the week of August 16, ACH withdrawals were successfully made for state and federal taxes and the Hoosier Start Employee Deferred Compensation plan. A successful prenote was run for payroll on August 18th, so the payroll will be paid from the Civista account on September 2nd.

Claims: A motion was made by Dennis and seconded by Manford to accept the following July 2021 claims:

- From US Bank: 000137E-000140E and 507034E-507057E. These claims totaled \$27,891.38.
- From Civista Bank: 000002E- 000004E, 010345 – 010376 for a total of \$20,854.29

These claims are listed on the Check Summary Register and will be filed for audit. The motion carried.

Treasurer's Report: The July Treasurer's Reports were deferred until the September Board meeting.

Burkhardt made a motion to adjourn the meeting at 6:44 pm. The next meeting will be held at the Aurora Public Library on September 27, 2021 at 6:15 PM.

Respectfully submitted,


Sue Manford, Acting Secretary








