

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

### **March 28, 2022 Meeting**

The Aurora Public Library District Board of Trustees met on March 28, 2022, at the Aurora Public Library.

The meeting was called to order at 6:17 pm by President Randy Dennis. In attendance were Board members Brenda Watts, Angela Burkhardt, Ben Turner, Jascia Robinson, and Michelle Ryan. Business Manager Janet Hall-Louden were also present. Sue Manford was unable to attend.

**Board Meeting Minutes:** Turner made a motion to accept the minutes from the March 7, 2022 Board meeting. The motion was seconded by Watts, and the motion carried.

**Library Director Vote and Contract Signing:** Leslie Sutherlin will sign a contract to fill the vacant position of Library Director for the Aurora Public Library District. After unanimous vote the motion was made by Robinson to hire Leslie Sutherlin to fill the Director position. The motion was seconded by Ryan, and the motion carried.

### **Business Office Report**

Business Manager Janet Loudon conducted final day paperwork with former Director Margaret Dean. All equipment and financial access was completed. Final check has been mailed.

Civista at Work program was attended by 6 employees. The informational program was presented by Cassie Cappel and Rhonda Sheely. Provides benefits and financial wellness to employees of APLD.

Captain Conway desk has been moved for the Local History Library to Hillforest Museum.

Louden attended the committee meeting at Hillforest Museum. APLD will be a partner for the opening event – Book Lovers Tea on April 9, 2022. The library will provide the marketing flyers, book sale books for centerpieces, bookmarks and a door prize.

Tickets were purchased for Loudon, Sutherlin, Bowers and Haney to attend.

ENA – Loudon changed the account to reflect her contact information in order to file the paperwork timely for the E-rate services 2022-2023.

### **Old Business**

Summer Reading Program – Local event advertising deadline has passed

### **New Business:**

Ryan made a motion to remove Covid 19 protocol at all buildings. Including returning to for full computer usage, unlocking drinking fountains and removing social distancing signs. The motion was seconded by Burkhardt, and the motion carried.

Ryan made a motion for Hall Loudon to continue working with Michaela Hoffman to correct some current Web Page issues. The motion was seconded by Burkhardt, and the motion carried.

Request for Marketing help for Hillforest Victorian House Museum for their summer events.  
Request was tabled until the April meeting.

**Finances**

**Claims:** A motion was made by Ryan and seconded by Robinson to accept the following March 2022 claims: 000051E-0000053E, 010619-010641, and 507222E-507233E for a total of **\$46,282.84**

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

**Treasurer's Reports:** Ryan made a motion to accept the February 2022 Treasurer's Report. The motion was seconded by Watts, and the motion carried.

Turner made a motion to adjourn the meeting at 7:11 pm. The next Board meeting will be held at the Local History Library on April 25<sup>th</sup> at 6:15 PM.

Respectfully submitted,

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Michelle Ryan, Secretary

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