

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

### September 26, 2022 Meeting

The Aurora Public Library District Board of Trustees met on Monday, September 26, 2022, at the Aurora Public Library.

The meeting was called to order at 6:16 by President Randy Dennis. In attendance were Randy Dennis, Ben Turner, Angela Burkhardt, Terri Nicholson, Jascia Robinson, and Sue Manford. Michelle Ryan was absent.

#### **Board Meeting Minutes:**

Manford made a motion to accept the minutes from the August 29, 2022, Board meeting. The motion was seconded by Turner. Motion carried.

**Librarians Report:** Sutherlin announced that she did receive her L1 certification. She also reviewed her activities for the past month. **Staff:** She interviewed three candidates and offered a position to 1 full-time staff Ashton Richards and 1 part-time student staff Alyssa Phelps. Sutherlin held a staff meeting for all staff. Jessica Rowlett attended the Difference is You conference in Indianapolis. **Building and Technology:** Sutherlin shared a drainage issue at the entrance at APL. She is going to investigate someone to install a drainage gutter to the drain that is already in the sidewalk. She also is investigating installers for automatic doors for the upper entrance and the bathroom doors. She reported that wireless printing is on hold until the upgrades are completed on the library software. Plans for the mobile app are underway. Sutherlin had an implementation meeting, had submitted the Apple developer application, and is working on the TLC questionnaire. She did order the 6 laptops and the 6 chromebooks that are designated for the Depot. Some changes are underway with the website. **Continuing Education and Meetings:** Sutherlin participated in a webinar "Preserving Board Minutes" and learned that the library needs to put all board ledgers and minutes on microfilm and it needs to be sent to the Indiana State Library Archive. Currently none of the materials from the 108 year history are at the archive. Sutherlin has continued her involvement with ILF and participated in an Executive Committee meeting, a Board of Directors meeting, and nominating committee. She had a meeting with the marketing team and with the summer reading team. She also connected with Carrie and Tony Stegemiller who will be leading out teen video gaming. In the community, Sutherlin volunteered to help at the SDHS Academic Meet. **Programming:** Sutherlin shared that APLD has had a full calendar of activities: Get Walkin, Storytimes, Book Sale, BTL, Chapter Chat, Finding things at your library, Book pumpkin craft, Teen Advisory, Lunchtime outreach at SDHS and SDMS and raffled a fire stick, and Library card sign-up month with drawings of music-themed prizes. Sutherlin has also begun planning future programs, including the Dinosaur Encounter, the Virginia Repertory Theater, and Christmas events. **Collections & Materials:** Inventory is progressing. Purchasing will be wrapping in early November, and TLC will be undergoing upgrades in the months ahead.

**Old Business:** No old business

#### **New Business:**

Sutherlin shared the proposed Salary Schedule for 2023. Turner motioned and Burkhardt seconded to accept the proposal. Motion carried.

Sutherlin also proposed the 2023 Holiday schedule. Manford motioned and Robinson seconded to accept the proposal. Motion carried.

Sutherlin shared the Board meeting dates for 2023. Turner motioned and Nicholson seconded to accept the meeting dates. Motion carried.

Sutherland shared she had been working with the Teen Advisory Board to select new furniture for the teen area. She gave them different types of options from Classic to modern modular. Based on their suggestions, Sutherland found a furniture set that could be rearranged as needed, would be easy to clean, and could

accommodate a lot of participants. She requested permission to purchase some pieces of furniture. Turner made a motion to accept the proposal and Robinson seconded. Motion carried.

Sutherland requested funds to bring Virginia Repertory Theater back to Aurora and provide performances for area school children at the Aurora City Park Pavilion. Sutherland presented the estimate for the troupe to come for two days. She also would like to provide transportation for the children to be shuttled to the performance. Manford motioned to accept the proposal to bring the group and Burkhardt seconded. Motion carried.

Randy Dennis shared a letter of resignation from his office as President of the APLD board of trustees. He would like to remain on the board but due to life circumstances can no longer serve as President. Manford motioned to accept this letter and Burkhardt seconded. Motion passed 5-1 with Turner voting nay. The selection for the new President was tabled until the October meeting.

**Finances:**

Revenue: Sutherland reported revenue received. \$24,506.24 was received with August revenue sharing. \$21,750.92 was received with August LIT distribution. Total revenue was \$48,257.16. Dennis motioned and Manford seconded to accept the revenue. Motion carried.

Claims: Dennis made a motion and Nicholson seconded to accept the September claims 88e-93e, 10821-10846, 507377-507389, 507390-507402 totaling \$96,993.24. Motion carried

Treasurer's Report: Dennis made a motion and Robinson seconded to accept the August Treasurer's report. Motion carried.


Burkhardt made a motion to adjourn the meeting at 7:17pm and Manford seconded. The next Board meeting will be held at the Aurora Public Library on October 24, 2022, at 6:15 PM.

Respectfully submitted,


  
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Michelle Ryan, Secretary

  
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