

Minutes of the Aurora Public Library District Board of Trustees

October 24, 2022 Meeting

The Aurora Public Library District Board of Trustees met on Monday, October 24, 2022, at the Aurora Public Library.

The meeting was called to order at 6:14 by Vice President Ben Turner. In attendance were Randy Dennis, Ben Turner, Terri Nicholson, Jascia Robinson, Sue Manford, and Michelle Ryan. Angela Burkhardt was absent.

Board Meeting Minutes:

Dennis made a motion to accept the minutes from the September 26, 2022, Board meeting. The motion was seconded by Nicholson. Motion carried.

Librarians Report: **Staff:** Sutherlin been preparing staff with the upgrade on TLC and has had team meeting. She also held programming meeting with staff leads. During Farmer's Fair, staff were requested to participate in a LinkedIn Learning webinar which is free for Indiana Library staff. There was a full staff day on October 10 where attendees learned about some new devices at APLD, including Cricut, CoverOne, Shark vacuum, Bluetooth mic/speaker, and new laptops/chromebooks. DPL has also had a volunteer name Tom Schafer begin to help with special projects. **Building and Technology:** Sutherlin explored companies that could install automatic doors for the APL bathrooms and the APL upper entrance. The TLC upgrade plans have moved forward with Sandbox practice, as well as details for the app. She reported that one of the Merakis was not working and the company was going to replace for free. The former book sale has been boxed and is awaiting pickup from a company coming from Cincinnati contracted by the recycling center. Some of the new teen furniture has arrived and is already put to use. Sutherlin also selected Envisionware as our wireless print service and had started getting that service in place. **Continuing Education and Meetings:** Sutherlin trained staff on ISL certification update after attending a webinar. She also attended the webinar Beginner's Guide to Being in Charge. Sutherlin continued her involvement the Indiana Library Federation participating with Advocacy, Nominating Committee, Board of Directors, Task Force for Committee restructure, Youth Services, Public library directors meeting, and the New Director's Round Table. In the community, Sutherlin attended the Dillsboro Bike Path meeting, Dillsboro Main Street, and the Dillsboro Civic Club. She also met with Rhonda Sheely on ways to bring Civista@work for the staff. **Programming:** APLD has been busy this month. Get Walkin has been 2 days per week, Storytime has been 4 days per week, Blooming time has been 4 times this month with 1 in-person outreach at a daycare, Chapter Chat has been offered for tweens at both buildings, Teentober was terrific with 4 offered sessions in October, Adult craft was a decorative spellbook and we had that at both APL and DPL, and we had BTL at both as well. The Dinosaur week as a big hit; we offered Jurassic Park movie, a tween escape room, a passive dino hunt, and a dino escape room in addition to the Saturday Dinosaur encounter. We had about 250 people at the Dinosaur encounter and offered refreshments, face paints, giveaways, and photo opps. Some upcoming plans include Spooky Scottish Ballads with Ron Nicholson, Virginia Repertory Theater in November, Cookie Crazy in December, author visit Margaret Peterson Haddix, and a potential Fall program with space. In December, APLD is also sponsoring the Aurora Main Street program by providing reindeer for 2 weeks, hosting the Gingerbread Baby program on Dec. 3 for Dillsboro Home Town Christmas, and providing books for the Moores Hill Christmas walk to give to young participants. **Collections & Materials:** Inventory of APL fiction continues, but staff also helped do an inventory of APL storage spaces. We have cancelled some of the standing orders that no longer seem popular with our patrons. We have connected with Family Search to digitize our yearbooks, and exploring digitizing options for both board packets and newspapers. The recycling company picked up 60+ boxes on October 28.

Old Business: Depot update—the painter is now looking at starting in November on the paint.

Election for a new president was held to fill the vacancy left by Randy Dennis' resignation. Michelle Ryan nominated Ben Turner and Manford seconded. Motion passed.

New Business:

Sutherlin shared an estimate for the Automatic Doors and from the RJ Lewis, electrician to install the automatic doors. Dennis made a motion to accept the proposal and was seconded by Ryan. Motion passed.

Manford made a motion to accept the presented hours for 2023 and Ryan seconded. Motion passed. The hours of 2023 will be

APL M, W, F 10 am to 6 pm
APL T, TH 10 am to 8 pm
APL Saturday 10 am to 3 pm

DPL M, T, W, TH, F 10 am to 6 pm
DPL Saturday 10 am to 3 pm

Depot T, TH 12 pm to 8 pm
Depot W 2 pm to 6 pm
Depot 3rd Saturday 10 am to 3 pm

Finances:

Sutherlin requested the Board adopt the following amounts for the 2023 Library District Budget.

Budgets	<u>Operating/General</u>	<u>Rainy Day</u>	<u>Library Improvement Fund</u>
Amounts	\$1,483,085	\$0	\$100,000

Manford made a motion and Robinson seconded to accept the request. Motion passed.

Revenue: Sutherlin reported total revenue for the month was from LIT for a total of \$21,750.92.

Claims: Ryan made a motion and Nicholson seconded to accept the October claims 94e-99e, 10847-10884, 507403e-507429e totaling \$70,278.21. Motion carried

Treasurer's Report: Manford made a motion and Ryan seconded to accept the September Treasurer's report. Motion carried.

Ryan made a motion to adjourn the meeting at 7:02 pm and Manford seconded. The next Board meeting will be held at the Aurora Public Library on November 28, 2022, at 6:15 PM.

Respectfully submitted,

Michelle Ryan
Michelle Ryan, Secretary

Jessica Robinson

Bue Manford

Angela Burkhardt

[Signature]

