

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

### January 27, 2023 Meeting

The Aurora Public Library District Board of Trustees reconvened on January 27, 2023, at the Aurora Public Library because the original meeting for Jan. 23, 2023 did not have a quorum.

The meeting was called to order at 3:55 by President Ben Turner. In attendance were Ben Turner, Jascia Robinson, Michelle Ryan, Angela Burkhardt, and Terri Nicholson. Unable to attend were Randy Dennis and Sue Manford. Library Director Leslie Sutherlin and Business Manager Lydia Morath also attended.

Ben Turner took the Oath of Office for Library Trustee. This marks the beginning of his fourth full term on the Library Board. Ben will need to have the oath certificate signed and submitted to either the Library or to the clerk of the Dearborn County Circuit Court.

#### Board Meeting December Minutes:

Ryan made a motion to accept the minutes from the December 19, 2022, Board meeting. The motion was seconded by Burkhardt. Motion carried.

#### Board Meeting January 23 Minutes:

Burkhardt made a motion to accept the minutes from the January 23, 2023, Board meeting. The motion was seconded by Robinson. Motion carried.

#### Librarians Report:

**Staff:** Sutherlin had 5 applicants for new Business Manager position. She held interviews and selected Lydia Morath who has a degree in Business Administration from IU East. She began January 23, 2023. Sutherlin also hired a part-time high school student Logan Gregory who is from Manchester and attends Oldenburg Academy. Sutherlin shared that all staff had received for Christmas a Amazon gift card, a local business gift card, and an APLD polo shirt. The staff had a pitch-in during a work day when almost all were scheduled and staff enjoyed a small game that day as well. Sutherlin met with Janet Hall-Louden for her Exit interview and expressed how much she will be missed; Hall-Louden gave APLD 17 years of service. Hall-Louden was given flowers from APLD and a engraved cutting board with the image of the library and paid for from contributions from the staff. Hall-Louden will be providing some consulting time over the next month and APLD will be pay her hourly for this work. Staff training this month involved live webinars on the Cricut.

**Building and Technology:** Sutherlin gave an update on the Depot. The Depot main room paint is complete, and staff have emptied the Depot kitchen and office. Painting for those rooms will begin this coming week. Sutherlin met with Iron Timbers on final measurements for mobile shelves, gallery shelves, and train shelf. Central Indiana Hardware repaired a lock at Dillsboro and was preparing an estimate to install hardware with the staff key on the depot doors. Sutherlin shared the search is still on for a train a track to operate at the depot and is getting assistance from Doug Nelson on the train shelf measurements to give to Iron Timbers. APLD kicked off mobile printing at DPL and APL. Sutherlin also

has began the Indiana State Library Annual Report. Sutherlin also did some training on the Banyon software.

**Continuing Education and Meetings:** Sutherlin participated in the following meetings: ILF New Director's Round table, Dillsboro Main Street, Project Ready Cohort, and ILF Youth Services committee meeting. Sutherlin met with the following vendors: Steve from Epop studio on a web proposal, Iron Timbers, Kelly Dittmer painting, Internally, Sutherlin had meetings with all programming leads and marketing. Sutherlin also met with Job Coach Nathan Mosley about a new volunteer who will be starting weekly. Head Start used the DPL basement for their Block Party. DPL was a collection site for the LINK survey. Sutherlin and some staff attended the Collaborative Summer Reading Program Roundtable in Versailles.

**Programming:** APLD was Cookies for Crazy in December. Children's programming had 2 Cookies for Santa events, a Christmas movie at APL and DPL, 5 Outreach visits, 14 regular Storytimes, 2 special programs Fly Guy program (APL and DPL), 2 Book Clubs, and Lego Club. Teens had Advisory and Gaming. Adults programming included Walking Club and Adult painting, though that program had to move. We also had a Snowball counting Passive Program. Future programs being planned include: Penguin Pals Encounter, an evening book club, collaboration for Dr. Seuss Read Across America at SDCSC, Game theme programming for March, Margaret Peterson Haddix, and Summer Reading.

**Collections and Materials:** Inventory scanning completed for Adult fic; now staff are checking for missing. Weeding in Childrens weeding and Large print has started. Christmas décor was taken down and stored, including the Garden Club tree. Purchasing for 2023 has begun and books were selected for a memorial donation for Sharon Woodall.

**Old Business:** There was no old business.

### **New Business**

Burkhardt motioned and Turner seconded the resignation of Sue Manford. Motion passed.

Sutherlin presented a proposal for a new web design from Epop Studios that would modernize our website and allow it to be managed mostly inhouse. Burkhardt motioned and Nicholson seconded to accept the proposal. Motion passed.


**Finances:** President Ben Turner signed the Surety Bon for Angela Burkhardt for her role as Treasurer. Angela will take the form to be notarized and return to the library.

Sutherlin reported revenue from LIT distribution as \$22,664.83. Sutherlin presented the January claims but noted that the payroll amounts had not been included in the total. A motion was made by Robinson and Nicholson seconded to accept the claims 115e-120e, 120, 121e-123e, 10954, 10964-11009 as present with the correction of the payroll. Motion passed. The December 2022 Treasurer's report was tabled until the February meeting since the Business Manager had only just started that week.


Burkhardt motioned and Ryan seconded to adjourn at 4:55. Motion passed. It was announced the next meeting would be at the Aurora Public Library on Monday, February 27, 2023, at 6:15.

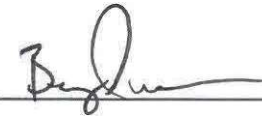
Respectfully submitted,

  
\_\_\_\_\_  
Michelle Ryan, Secretary

  
\_\_\_\_\_  
Jessica Robinson

  
\_\_\_\_\_  
Tere Nicksal

  
\_\_\_\_\_  
Angela Burkhardt

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_