

Minutes of the Aurora Public Library District Board of Trustees

February 27, 2023 Meeting

The Aurora Public Library District Board of Trustees met on February 27, 2023, at the Aurora Public Library. The meeting was called to order at 6:12 pm by President Ben Turner. In attendance were Ben Turner, Jascia Robinson, Michelle Ryan, Angela Burkhardt, Terri Nicholson, and Randy Dennis. Guest Jack Sutton, Library Director Leslie Sutherlin and Business Manager Lydia Morath also attended.

Board Meeting January 27 Minutes:

Robinson made a motion to accept the minutes from the January 27, 2023, board meeting. The motion was seconded by Ryan. Motion carried.

Jack Sutton took the Oath of Office for Library Trustee. This marks the beginning of his completing the term of Sue Manford. Notary public Lydia Morath signed the certificate and Sutherlin will send to the clerk.

Librarians Report:

Staff: Sutherlin reported that they have been having 3 volunteers coming regularly. No new hires. She has had staff meetings related to programming in all areas, as well as cataloguing and collection. Two summer reading meetings have been held. The theme is All Together Now. Sutherlin continued training new hire Lydia Morath and arranged vendor trainings with Gateway, Civista, and Banyon Data Systems for Fund Accounting Payroll. Hall-Louden also provided some consulting work to assist Morath in getting acclimated. Sutherlin had two staff attend live webinars with the Cricut machine. A Staff Day was held on President's Day and included Programming Updates, Google Translate training, Libby Training, Emergency Storytime plans, Implicit Bias Training, and Pennies in a Cup training. The day ended with a training on the LS2 5x Sandbox and Inventory review.

Building and Technology: Both APL and DPL had maintenance done and supplies ordered for the patron copy machine. APL and DPL were a site location for the St. E Cancer Center Beam signing. Sutherlin met with Brumbley Gardens for the 2023 contract for Landscaping. She has talked with the Slaybacks and confirmed their mowing services for the 2023 season.

At APL, the teen furniture arrived and Haney is working to transforming the space into a more appealing space for teens. Furnace has been dripping water and that was fixed. There has also been water dripping inside the electrical box at APL. Jeff Lewis, electrician, inspected and referred Sutherlin to Duke Energy as it seems the water is coming from the transforming and traveling inside between the wire and the insulation. There has also been water in the lobby on downpours. A foundation company is coming 2/27 for an estimate. Jack Sutton trimmed the Red Oak tree as a service to the library. Three literature displays were purchased and assembled to organize the community information. Gary Creemer and son has been hired to take down some shelving in the teen area and where the future Library of Things will go. We have purchased sliders to move the heavy tables, but Sutherlin has reached out to the school about bringing students to add casters to those tables. The library has had some incidents with potential homeless people soliciting patrons outside the library to purchase items.

At the Depot, wall sconces were purchased and will be installed by Jeff Lewis. Microfilm cabinet had locked in the move and a locksmith was hired to unlock. A Meraki wireless unit was installed at the Depot. Olivia has begun the unpacking and sorting of items. Creemers will be weatherizing doors and windows. The kitchen and office are nearly finished with painting.

At DPL, Creemers will be repairing the bathroom wall which was damaged with the install of a water faucet and painting that room. Jeff Lewis will be replacing some bulbs.

Sutherlin has begun the search for roofers for all three locations. APL and DPL need new shingle roofs. The Depot tiles need inspected to ensure they are not causing leaking, which is damaging the soffit and fascia boards. Sutherlin is still searching someone to make the Library of Things cabinet and to power wash at both APL and DPL.

Continuing Education and Meetings: Sutherlin attended a Hillforest committee for the Book Lover's Tea partnership. She participated in the ILF Legislative Update and the Statehouse Day. Sutherlin continued her participation in a Library cohort for Project Ready, a program to improve working with diverse youth. She met with prospective board member, Jack Sutton. Sutherlin met with Purdue Extension's Jeff Walker on a potential grant, attended Dillsboro Main Street, and traveled to the Southeastern Indiana Director's Meeting in Corydon, IN. Sutherlin met with TLC on the upgrade process. She also attended two meetings on Internal Controls and the Library.

Programming: 20 storytimes, 11 Children's Outreach visits, 2 Tween book club meetings, Tween Lego Club, Teen Book Club, Teen Advisory Meeting, Teen Gaming, Teen Movie Mean Girls, Adult Snowman painting craft, Adult Valentine heart craft, Adult Winter Walking, and 3 sessions of Between the Lines book club.

Collections and Materials: Childrens, Large print, and Nonfiction are being weeded. Chris Smith from NKU donated a large quantity of photography books. Jean Linkmeyer donated \$1000 to the library; we are updating the Cozy Mystery genre with that. The Overdrive app will close in April; patrons will need to use the Libby app.

Sutherlin reported that she is very close to completing the annual reports for both the SBOA and the Indiana State Library.

Old Business: Treasurer Burkhardt was able to get the Surety Bond notarized.

New Business

Sutton motioned and Burkhardt seconded the resignation of Randy Dennis which would be effective at the end of the night's meeting. Motion passed with Nicholson having the only Nay.

Sutherlin presented a proposal for an electric book bike. A suggestion was made to see if Weber Sports could supply us with a version from their local shop. Sutherlin will investigate and the topic was tabled for the next meeting.

Sutherlin presented the Landscape renewal from Brumblay Gardens. APL \$1620, DPL \$1560, and Depot \$888 with regular maintenance as \$120 per month. Dennis motioned to accept and Ryan seconded. Motion passed.

Finances:

Sutherlin shared that three CDs at Civista were renewed.
DPL Long \$7,773.06, T Walker \$12,697.38, and Lions \$31,268.69 were all renewed at 4.08%.

Sutherlin reported revenue from Dearborn County Community Foundation Endowment Distribution \$3,267.36 and LIT distribution of \$22,664.83.

The corrected January 2023 claims were presented totaling \$68,401.09. Ryan motioned to accept and Nicholson seconded. Motion passed. Dennis motioned to accept and Ryan seconded to accept the claims for February 2023 totaling \$76,014.83. Motion passed.

The December Treasurer's report that was tabled was presented. Ryan made a motion to accept and Robinson seconded. Ryan motioned to accept the January Treasurer's report and Sutton seconded. Motion passed.

New board member Jack Sutton did disclose he serves the Advisory Board for Civista, the bank APLD uses.

Dennis motioned and Ryan seconded to adjourn at 7:11. Motion passed. It was announced the next meeting would be at the Aurora Public Library on Monday, March 27, 2023, at 6:15.

Respectfully submitted,



Michelle Ryan, Secretary








