

**Minutes of the Aurora Public Library District  
January 22, 2024 at 6:15 pm**

The Aurora Public Library District Board of Trustees met on January 22, 2024, at the Aurora Public Library. In attendance were Ben Turner, Michelle Ryan, Terri Nicholson, Jascia Robinson, Heather Tackitt, and Angela Burkhardt. Also, in attendance were Library Director Leslie Sutherlin, and Business Manager Lydia Morath. Not able to attend was Jack Sutton.

Due to President Ben Turner being delayed in arriving, Michelle Ryan called the meeting to order at 6:44 pm.

The oath of office was administered to Terri Nicholson who was reappointed by South Dearborn Community School Board for her first full term, ending Dec. 31, 2027. She had been completing the term from Brenda Watts. Robinson motioned and Burkhardt seconded to accept the December 2023 minutes. Motion passed.

Officers for 2024 were elected. Robinson motioned and Nicholson seconded to accept Ben Turner as President, Jack Sutton as Vice President, Michelle Ryan as Secretary, and Angela Burkhardt as Treasurer. Motion passed.

Burkhardt motioned and Nicholson seconded to accept the December 18, 2023 minutes. Motion passed.

Director Sutherlin distributed the Librarian's report. She shared some patron comments and a thank you note from River Valley Resources for the donation to the Dolly Parton Imagination Library; there was a photo in The Register related to the Pro-active grant from DCCF. She sent a thank you to Susan Sutton and Jonathan Bricker for their monetary donation to the APLD. Sutherlin announced she had received the 2024 Budget Order. She also reported that she has been distributing the Community questionnaire via email, mailings, social media, and paper surveys that will provide insight when writing the strategic plan.

In the area of staffing and volunteers, SDCSC student Hannah Cotton has been volunteering and Sutherlin will be interviewing an applicant who needs court-ordered community service. Bobbie Gates attended Q and A for Shareit related to the SRCS software for ILL; she also attended the meeting for IDL and Collection Management Committee. Sutherlin and Sarah Ankenbauer attended training on Reading 2 Connect which hope to roll out with Senior centers. Emily Combs, Tammy Wohlfrom, and Leslie met to plan for STEM days at local elementaries in May. Sutherlin held meetings with staff areas (Collections/Weeding, Website, Marketing, Childrens, Summer Reading, Teens, Depot/bookclub, Cataloguing, Library of Things). Sutherlin held an whole staff meeting with topics including Talking Books, new webpage, Niche Academy, and programming updates. Sarah Ankenbauer attended the Adult Round table in Vevay, IN. Lydia Morath distributed COLA, Bonus, updated payroll calendar and updated benefits information to staff

In the area of building and technology, Sutherlin reported many updates. The new website is up and most of the tweaks are gone. Woolley Woodworking contacted to repair broken DVD drawer at APL; they adjusted the lighting in the library of things. The APL elevator has been inspected and the permit renewed. ADA completed regular maintenance on the interior handicap doors at APL. BJ's Plumbing has been contacted to address multiple minor issues, as well as a repair or replacement of the APL water heater with a tankless to reduce an odor that has started. Midwest Data helped repair/replace the hard drive that runs the slide show at A-1. The lock on staff entrance broke and A and B lock repaired. Sutherlin continues to make slow headway on the USPS for bulk mailing.

Sutherlin reported her meetings over the past month. Sutherlin and Lydia Morath met with and assisted Mike Gricus in his audit of the APLD Foundation. Leslie attended Dillsboro Main Street and is now serving on the board. She met with Mayor Schwing for brief introduction. She participated in meetings for the Youth Services conference in March 2024. She is serving as a facilitator in ILF's Project Ready cohort, which focuses on diversity issues related to library service.

Sutherlin shared programming for the past month included 16 weekday storytimes, 2 Saturday storytimes, 2 outreach visits, 2 Chapter Cha, 3 Lego Clubs, 2 Coding Clubs, 2 Crafternoons, 1 Gaming (teen), 1 Movie (teen-Twilight), 3 Adult craft (dipped pretzels and resin nightlights), 1 Genealogy help session, and 1 Senior computer help session.

In the area of collections, Library of Things policy draft created and we are working on date to have ribbon cutting. We have started purchasing many collection requests and resumed regular purchasing. ILL through Info Express still spotty. State tax forms received/working on Federal. Sky Perry has been assigned to become the Basement expert at DPL. We have started weeding at APL to make room for meeting spaces on A-2.

Under Old Business, Burkhardt motioned and Tackitt seconded to accept the krM quote for \$33,600 to create Schematic designs for the Dillsboro building project. The funds could come from the Thelma Laaker fund which is earmarked for Dillsboro Library. Motion passed.

In New Business, Sutherlin reported a donation of \$50 from Susan Sutton and Jonathan Bricker which was spent on books for the library. Sutherlin reported she is working on the 100r, the SBOA Annual Report, and the Indiana State Library Annual Report. She reported no PLAC cards had been sold and requested a board signature.


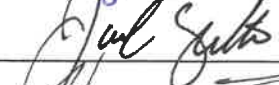

Sutherlin presented many changes to various circulation policies to make them more consistent across material types and to add the Library of Things. Robinson motioned and Burkhardt seconded to accept the changes to the DVD and Blu-ray policy. Motion passed. Burkhardt motioned and Ryan seconded to accept the changes to the Membership and Circulation policy. Motion passed. Ryan motioned and Nicholson seconded to accept the changes to the Computer and Internet policy. Motion passed. Nicholson motioned and Ryan seconded to accept the new Library of Things Circulation Policy. Motion passed.


In Finances, Sutherlin reported LIT revenue of \$22,823.50. Ryan motioned and Tackitt seconded to accept the January 2024 claims totaling \$42, 308.55. Motion passed. Ryan motioned and Tackitt seconded to accept the December 2023 Treasurer's Report. Motion passed.

The next meeting will be at the Aurora Public Library on Monday, February 26, 2024, at 6:15 pm. Burkhardt motioned to adjourn at 8:12 pm.

Respectfully submitted,

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Michelle Ryan, Secretary

  
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