

**Minutes of the Aurora Public Library District
December 18, 2023, at 6:15 pm**

The Aurora Public Library District Board of Trustees met on December 18, 2023, at the Aurora Public Library. In attendance were Ben Turner, Michelle Ryan, Terri Nicholson, Jascia Robinson, Jack Sutton, Heather Tackitt, and Angela Burkhardt. Also, in attendance were Library Director Leslie Sutherlin, Business Manager Lydia Morath and krM architect Kevin Montgomery.

Due to President Ben Turner being delayed in arriving, Jack Sutton called the meeting to order at 6:18 pm.

Kevin Montgomery from krM gave the board an update on potential designs and costs involved with the next steps in the Dillsboro project.

Sutton motioned and Burkhardt seconded to accept the November 2023 minutes. Motion passed.

Director Sutherlin distributed the Librarian's report. She reported a thank you note from the Moores Hill Winter Walk for donated books, as well as Christmas cards from various community partners. Sutherlin reported the 1782 notice was submitted on time.

Towards her goals, Sutherlin shared she will be sending out the Community survey both digitally and in paper after the holidays.

In the area of staffing, student Hannah Cotton will be volunteering in the coming weeks. Staff decorated for the holidays and had a staff outing at the Cincinnati Zoo Festival of Lights and LaRosa's pizza. Jamie Haney and Sutherlin attended a training on Niche Academy, a library training platform for both patrons and staff. Bobbie Gates continues to meet and be on the Collection Management Team for the Indiana Digital Library. Olivia Bowers applied and won an author visit from the Indiana Humanities Indiana Author Award to bring Dillsboro native Craig Fehrman to Dillsboro Public Library in April. Sarah Ankenbauer attended the Summer Reading Symposium online. Terri Nicholson's name was submitted to South Dearborn School Corporation for re-appointment for her 1st full term.

In the area of building and technology, the APL Teen cabinets were delivered, finishing the details of that space. RJ Lewis was in to repair lights at several buildings. The computers that run the TVs at APL lower level and APL children have went out and will be replaced. APL lower entrance automatic door was serviced. The Garden Club once again decorated their tree on A-2. In technology, we have had an uptick in phishing emails, so the junk filters were tightened up by Midwest Data.

Sutherlin reported her meetings over the past month. She held department meetings with various staffing responsibilities. She completed the final two trainings for ILF Management cohort. She met with the ILF Youth Services committee on a couple of occasions. Sutherlin and Morath met to start updating the Capital Asset Log. Sutherlin attended the Southeastern Indiana Director's Meeting at Tyson Library. Sutherlin also attended a webinar on patron privacy and libraries. Sutherlin attended the Dearborn Co. Chamber Pre-legislative luncheon at Ivy tech. There were 3 requests to use the facilities this month.

Sutherlin shared programming for the past month. APLD was very involved with community Christmas events. Moores Hill Winter Walk received Christmas books to distribute. Aurora's Miracle on Main were supplied reindeer and other animal appearances at their Miracle on Main Street. Dillsboro's Hometown Christmas had a outreach booth, as well as the donation of a raffle basket and an entry in the Lighted Vehicle parade. This followed the special polar bear storytime at DPL. There were 10 preschool outreach visits, 2 Fluffy friends programs, 12 weekday storytimes, and 3 Saturday storytimes. For older children, there was 1 tween craft, 2 tween book clubs, 2 tween Lego clubs, 1 teen book club, and 1 teen Ugly Sweater Party. For Adults, there was a macramé craft, a lecture on the Christmas Carol, a Christmas movie screening, and 1 Senior outreach visit.

In the area of collections, Graphic novels at DPL have now also been moved. The Library of Things policy is being developed. Dillsboro High School yearbooks were sent off for digitization. ILL deliveries from the Indiana State Library courier have gotten better but still not regular.

Under Old Business, Ryan motioned and Robinson seconded to accept the proposal to add/update security cameras at APL along with the cable cleanup. To add 10 tb of memory, the quote increased from \$10, 976.16 to \$11, 276.16. Motion passed.

In New Business, Sutherlin presented year-end bonuses she would like to give the staff this Christmas based on a formula that combined individual wage, experience, and certification. She shared this is not a guarantee for each year, but rather based on available funds from that year's budget. Robinson motioned and Burkhardt seconded to accept the bonus proposal for 2023. Burkhardt motioned and Sutton seconded to provide a 2% COLA to all hourly employees, effective with the first pay of 2024. Motion passed.

In Finances, Burkhardt completed the paperwork for the Treasurer's Bond. Ryan motioned and Sutton seconded to authorize bills to be paid through December 31, 2023. Motion passed. Sutton motioned and Tackitt seconded to make the resolution allowing certain bills to be paid before the monthly regularly scheduled Library Board meeting. Motion passed.

Sutherlin reported revenue for December.

LIT	\$22,664
CVET	\$2,068
FIT	\$2,793.29
December Tax Distribution	<u>\$435,125.76</u>
Total	\$462, 651.05

Ryan motioned and Tackitt seconded to accept the December 2023 claims of \$61, 078.66. Motion passed. Ryan motioned and Tackitt seconded to accept the November's Treasurer's Report. Motion passed.

There will be a Board of Finance Meeting at the Aurora Public Library on Monday, January 22, 2024, at 6:15 pm, followed by the regular Board of Trustees monthly meeting. Burkhardt motioned to adjourn at 8:10 pm.

Respectfully submitted,


Michelle Ryan, Secretary








