

**Rochester Public Library District Board of Trustees Meeting
July 13, 2017**

Meeting called to order: 6:02 p.m. by Vice President Diana Kerr-Herrmann

Trustees present: Vice President Diana Kerr-Herrmann, Treasurer David Hicks, Secretary Bonnie Boyce, Trustee Fred Roese, Trustee Elaine Honomichl Lewis

Trustees absent: President Matt Fuller

Library Staff: Director Janet McAllister, Audrey Mock

Visitors: Martin Fairchild, Diana Fairchild, Sarah Deen, Chris Humphreys, David Armstrong

Public Comment: None

Approval of Minutes: The Board reviewed the minutes of the July 1, 2017 special meeting and Trustee Honomichl Lewis made a motion to approve the minutes as presented with a second by Trustee Hicks. The motion carried unanimously.

Treasurer's Report/Approval of Bills: Trustee Hicks presented the Treasurer's Report and Bills for the month of June. A motion was made by Trustee Boyce to approve the June Treasurer's Report and Approval of Bills as presented. The motion was seconded by Trustee Hicks and carried unanimously.

Unfinished Business: Director McAllister stated the appeal to the State of Illinois Comptroller's office for a late filing was denied. Mrs. Mock stated the fine is \$1,100.

Committee Reports:

Personnel Committee: Trustee Honomichl Lewis stated the Personnel Committee met with Director McAllister to review her evaluation. The Committee will meet to align the Director's goals with the evaluation.

Finance Committee: No meeting

Joint Use Committee: No meeting

Closed Session: Trustee Kerr-Herrmann made a motion to move the order of the agenda and enter into closed session at 6:10 p.m. The motion was seconded by Trustee Boyce and passed by acclamation. The Board came out of closed session at 7:22 p.m.

New Business:

IPLAR Secretary's Audit: Trustees Kerr-Herrmann and Hicks signed the IPLAR Secretary's Audit stating the minutes and records of the past year have no errors or discrepancies.

Security Camera Policy: The Board reviewed the security camera policy and Trustee Boyce made a motion to add this policy as presented. The motion was seconded by Trustee Honomichl Lewis and passed unanimously.

Building Program: Trustee Hicks made a motion to accept the Building Program document prepared by Mr. Fred Schlipf, Library Building Consultant. The motion was seconded by Trustee Kerr-Herrmann and carried unanimously.

Architectural Service-Request for Qualifications: Trustee Kerr-Herrmann made a motion to seek architectural services for the building program. The motion was seconded by Trustee Hicks and carried unanimously. Director McAllister will place an ad requesting qualifications from architectural firms.

Hiring Fred Schlipf-Candidate Interviews for Architect Selection: Trustee Hicks made a motion to hire Mr. Fred Schlipf to assist with interviews for architect selection. The motion was seconded by Trustee Roese and carried unanimously.

Other Business: Trustee Kerr-Herrmann stated the Rochester Women's Club asked the Library to sell their cookbooks for the upcoming sesquicentennial celebration. The Board did not want to be responsible for selling another organizations product.

Communications: Director McAllister shared with the Board thank you notes, newspaper articles and other communications from patrons.

Director's Report: Director McAllister reviewed statistics for the month of June. Dr. Carla Hayden, Librarian of Congress and Congressman Rodney Davis will visit the Library Saturday, September 9 at 9:30 a.m.

Next regular Meeting Date: August 10, 2017

Adjournment: With no additional items to discuss Trustee Kerr-Herrmann made a motion to adjourn at 8:02 p.m. with a second by Trustee Boyce and passed by acclamation.

Bonnie Boyce, Secretary