

**Rochester Public Library District Board of Trustees Meeting
August 13, 2015**

Meeting called to order: 6:00 p.m. by President Diana Kerr-Herrmann

Trustees present: President Diana Kerr-Herrmann, Vice-President Matt Fuller, Secretary Bonnie Boyce, Treasurer Cheryl Soerensen, Trustee David Hicks, Trustee Fred Roese

Trustees absent: Trustee Shannon Ryan

Library Staff: Director Janet McAllister, Bookkeeper Audrey Mock and Susan Young, who entered the meeting at 8:05 p.m.

Visitors: Attorney Jon Ellis

In order to make the best use of Attorney Ellis' time, President Kerr-Herrmann made a motion to enter closed session. Trustee Boyce seconded the motion and all present voted aye. The Board entered closed session at 6:01 p.m. and returned to open session at 7:09 p.m.

President Kerr-Herrmann asked Trustee Soerensen to present the Finance Committee report. Trustee Soerensen stated the Finance Committee met to discuss the Tentative Combined Annual Budget and Appropriation Ordinance for FY 2015-16. A shortfall was noted in the Insurance Fund and the Social Security Fund. Attorney Ellis reviewed with the Board, how monies are accumulated into the four funds and how monies may be used from each fund. President Kerr-Herrmann made a motion to adopt Resolution 2016-02 the Tentative Combined Annual Budget and Appropriation Ordinance for FY 2015-16. The motion was seconded by Trustee Soerensen and carried unanimously. At this point President Kerr-Herrmann stated the meeting would return to the original order of the agenda.

Approval of Minutes:

After reviewing the minutes, President Kerr-Herrmann made a motion to approve the minutes of the July 9, 2015 open meeting and the July 9, 2015 closed meeting and the closed minutes would remain closed. Trustee Boyce seconded the motion and all present voted yes.

Treasurer's Report/Approval of Bills:

Trustee Soerensen reviewed The Treasurer's Report and Bills. Trustee Fuller made a motion to approve the Treasurer's Report and Bills as presented, which was seconded by Trustee Hicks and carried unanimously.

Old Business:

The Board previously requested audit bids to review the library's financial records. Bids were received from:

1. Kerber, Eck & Braeckel
2. Estes, Bridgewater and Ogden
3. Pehlman & Dold, P. C.

After reviewing the bids a motion was made by Trustee Soerensen to accept the bid from Estes, Bridgewater and Ogden in the amount of \$4,500. The motion was seconded by Trustee Kerr-Herrmann and carried with all present voting aye except for Trustee Hicks who abstained.

The Board is also seeking bids for replacement of the HVAC system. Director McAllister stated this process is ongoing and the item was tabled.

Committee Reports:

Joint Use Committee:

Trustee Hicks stated in the future the Village would prepare a monthly bill for mowing and snow removal charges. Renovation of the lobby and bathrooms was also discussed. Next year the Village Office Employees will be responsible for Sparks in the Park ticket sales during Village Office hours. Library Employees will assume the responsibility of ticket sales after the Village Office closes each day.

Strategic Plan Committee:

Trustee Fuller stated the committee is developing a list of residents to invite to join the Strategic Plan Committee. A letter of invitation will be sent to prospective members. A two hour meeting is scheduled October 17 with a follow-up meeting scheduled January 23, 2016.

New Business:

Director McAllister reviewed the completed IPLAR document. For the next order of business, Director McAllister requested the Library close early September 25 in order for employees to participate in the Homecoming Parade. A motion was made by Trustee Hicks to close the Library at 2:00 p.m. in September 25 and seconded by Trustee Boyce. The motion carried unanimously.

Other Business:

None

Communications:

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

Director's Report:

Director McAllister reviewed Library statistics for the previous month and summarized upcoming events. The Library was chosen to participate in the Illinois State Library's Little Free Library Event.

Public Comment:

None

Next Meeting Date:

September 10, 2015

Adjournment:

With no further items to discuss a motion was made by President Kerr-Herrmann and seconded by Trustee Hicks to adjourn the meeting at 8:45 p.m.

Respectfully Submitted
Bonnie Boyce, Secretary
Rochester Public Library District