

**Rochester Public Library District Board of Trustees Meeting
February 8, 2018**

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

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

Trustees Absent: President Matt Fuller, Trustee Jessica Ingold

Visitors: None

Library Staff: Director Janet McAllister, Audrey Mock

Public Comment: None

Approval of Library Board Meeting Minutes: Board reviewed the meeting minutes from January 11, 2018. Motion by Treasurer Hicks with a second by Trustee Roese. Approved by acclamation.

Treasurer's Report/Approval of Bills:

Audrey Mock presented the option of paying Blue Cross health insurance and dental insurance online vs. writing a check each month. The board agreed that since same rate each month, this would be a viable option and would be monitored each month via review of bills.

Audrey Mock also reported a CD is due in March and will research to see what the interest rates are and options. She will bring to March meeting.

The treasurer's report was reviewed and approved with a motion by Vice President Kerr-Herrmann with a second by Trustee Deen. The motion was carried unanimously.

Unfinished Business:

- A. EveryLibrary, Executive Director, John Chrastka to conduct a meeting via Skype @2:30 on Feb. 27 with Library Board and Staff.
- B. Director McAllister will be calling Fred Schlipf this next week to discuss his comments on initial apaceDesign.

Committee Reports:

Personnel: Met with Director McAllister for her mid-year review. Closed session to be conducted towards end of this meeting.

Finance: No meeting. An April meeting will be scheduled.

Joint Use: No meeting.

Building Committee:

- A. Committee met and reviewed apaceDesign and Fred Schlipf's feedback.
- B. The committee recommends looking into flipping the position of the public bathrooms and storage area if a viable option.
- C. It is recommended a plan b be created if funding isn't available for expansion, and to also prioritize what is important.

New Business:

- A. Alcohol Policy--this policy is only for library-sponsored events. Each request needs to be reviewed and approved by board vote.
- B. The policy was reviewed and approved with a motion by Trustee Roese and second by Secretary Honomichl-Lewis. Policy was approved by Vice-President Kerr-Herrmann, Secretary Honomichl-Lewis, Trustee Deen, Trustee Hicks and Trustee Roese.

Other Business: No other business.

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

Director's Report:

Director McAllister reviewed latest stats.

Closed Meeting: Meeting became closed meeting under Open Meetings Act C1 at 7:12 PM with a motion by Trustee Deen and a second by Treasure Hicks.

Open Meeting Resumed: Open meeting resumed at 7:27 p.m.

Next Regular Meeting Date: March 8, 2018 at 6 p.m.

Adjournment: With no additional items to discuss a motion for adjournment at 7:28 p.m. by Trustee Roese with a second by Vice President Kerr-Herrmann and passed by acclamation.

Elaine Honomichl Lewis, Secretary

