

**Rochester Public Library District Board of Trustees Meeting  
April 12, 2018**

**Meeting called to order:** 6:01 p.m. by President Matt Fuller

**Trustees present:** Treasurer David Hicks, Secretary Elaine Honomichi-Lewis, Trustee, Sarah Deen, President Matt Fuller, Trustee Jessica Ingold

**Trustees Absent:** Trustee Fred Roesse and Vice President Diana Kerr-Herrmann

**Visitors:** No visitors

**Library Staff:** Director Janet McAllister, Audrey Mock

**Public Comment:** None

**Approval of Library Board Meeting Minutes:** Board reviewed the regular meeting minutes from March 8, 2018 and approved by acclamation. Special meeting minutes from March 22, 2018 were also reviewed and approved by acclamation.

**Treasurer's Report/Approval of Bills:**

It was noted that 3 months remains of the fiscal year. The Finance Committee to meet and forecast what will be needed.

The treasurer's report was reviewed and approved with a motion by President Fuller and a second by Secretary Honomichi-Lewis. The motion was carried unanimously.

**Unfinished Business:**

- A. EveryLibrary- Library board members and library staff will continue to conduct interviews with neighbors and friends to get initial feedback for library expansion. Feedback due next week when there is a call with John Chrastka from EveryLibrary on April 20. Social hour will occur tomorrow, April 13 and feedback from this event will also be shared with John. SJR article on the library expansion will appear this next Sunday.
- B. apaceDesign-The schematic plans are finished and six boards will be ready to use at the Library's social event. apaceDesign will be at the social hour event to present and answer questions.

**Committee Reports:**

**Personnel:** No meeting

**Finance:** No meeting

**Joint Use:** No meeting

**Building Committee:** No meeting

**New Business**

Donation Policy-The new policy was reviewed and discussed. A motion to table it until next board meeting by Trustee Deen with a second by Trustee Ingold and approved by Trustee Fuller, Secretary Honomichi-Lewis, Trustee Deen, Trustee Ingold, Treasurer Hicks.

**Other Business**

No other business.

**Communications:** Director McAllister shared with the Board the ad for the social hour placed by the Friends of the Rochester Library in the Rochester Times. Carol Strick, President of the Friends, also wrote a letter to the editor regarding the services the library provides as well as the social hour information. Thank you notes, newspaper articles and other communications from patrons were shared.

**Director's Report:**

- A. Director McAllister reviewed latest stats. The library now has over 5018 cardholders. Program attendance has also increased this past month.
- B. Taylor Vasquez is the new Youth Services Assistant.
- C. Rochester Library is still waiting for a check from the state of Illinois for the FY2018 Per Capita Check.
- D. Farmer's Market begins June 2. There is a possibility of moving the Farmer's Market for one day (on June 30<sup>th</sup>) to the park to be a part of Sparks in the Park. The vendors will be consulted to see what logistics will be involved in doing this.

**Closed Meeting:** Meeting became closed meeting under Open Meetings Act C1 at 7:16 PM with a motion by Treasurer Hicks and a second by Trustee Dean and approved by Trustee Fuller, Secretary Honomichi-Lewis, Trustee Deen, Trustee Ingold, Treasurer Hicks.

**Open Meeting Resumed:** Open meeting resumed at 7:45 p.m.

A motion was made by Secretary Honomichl-Lewis with a second by President Fuller to hire Eck, Schaffe and Punke to review the purchasing practices of the library. The amount is to not exceed \$2500, and was approved by Trustee Deen, Trustee Ingold, Treasurer Hicks, President Fuller, and Secretary Honomichl-Lewis.

**Next Regular Meeting Date:** May 10, 2018 at 6 p.m.

**Adjournment:** With no additional items to discuss a motion for adjournment at 7:50 p.m. by Trustee Deen with a second by President Fuller and passed by acclamation.

Elaine Honomichl Lewis, Secretary