

**Rochester Public Library District Board of Trustees Meeting
August 9, 2018**

Meeting called to order: 6:05 p.m. by President Matt Fuller

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

Trustees Absent: Trustee Sarah Deen and Trustee Jessica Ingold

Visitors: None

Library Staff: Director Janet McAllister

Public Comment: None

Approval of Library Board Meeting Minutes: Board reviewed the regular meeting minutes from July 12, 2018. A motion was made by Roese with a second by Hicks to approve the minutes. Minutes were approved by Hicks, Fuller, Honomichl Lewis and Roese.

Treasurer's Report/Approval of Bills:

The transitions to the outside accounting firm occurred in July. Bills were reviewed and discussed and a motion to approve the July bills was made by Kerr-Herrmann with a second by Fuller and approved by acclamation.

Unfinished Business:

Building Expansion—

- A. Fuller and Youth Services Director, Denise Rainford met with the new Rochester Superintendent, Dr. Thurman on 7/13 to share expansion plans and current library programs and services.
- B. On 7/24, Fuller and Director McAllister met with EveryLibrary, Executive Director, John Chrastka to discuss the Vote Yes requirements and limitations.
- C. The Vote Yes committee is working on a strategy and web page as well as a communication plan.

Committee Reports:

Personnel: Met 7/3 to conduct the Director evaluation.

Finance: No meeting

Joint Use: Will meet on 8/18.

Building Committee: No meeting.

New Business:

- A. Tentative B and A Ordinance-2019-03; Jon Ellis (library attorney) prepared a revised Tentative Fiscal Year 2019 Combined Annual Budget and Appropriation Ordinance.
 1. A possible \$2,860 from TIF to be allocated to "Building and Equipment" in budget. If levy increase is approved, it will need to be accounted for in budget.
 2. The building addition debt service process was approved and published in the newspaper; special meeting to approve will occur on 9/18/18.
 3. If levy increases are approved, it will need to be accounted for in the budget. The levy amount is enough to cover bond payments for a \$3.2 million bond issue to construct the building and cover additional operational costs associated with the building, staffing, and extra operating hours.
 4. Ordinance No. 2019-03 --motion to approve by Hicks with a second by Kerr-Herrmann and approved by Fuller, Kerr-Herrmann, Roese, Hicks and Honomichl Lewis

B. Meristem Advisors Letter of Engagement

1. The letter of engagement with Meristem has gone through legal review; have reached concurrence on the language with the attorney.
2. Motion to approve letter of engagement by Fuller with a second by Roese and approved by Hicks, Roese, Honomichl Lewis, Kerr-Herrmann, and Fuller.

C. Change of Library Board meeting date from Sept. 13 to Sept 18; a motion to move the meeting to Sept. 18 made by Fuller with a second by Honomichl Lewis and passed with acclamation.

Other Business: None

Communications:

- A. Director McAllister shared the Per Capita Grant of \$9,991.25 from the State of Illinois has been received
- B. Additional patron donations and thank you notes were shared..

Director's Report:

- A. The computer equipment is in the process of being set up by Lazerware; 4 more computers are left to install.
- B. The new copier has been installed.
- C. The Concerned Citizens for Better Government Association is hosting an event titled "Public Information for Candidates" in the Community Room on September 5th from 6-8 pm.

Closed Session: Meeting became closed under the Open Meetings Act C1 at 7:10 p.m. with a motion by Honomichl Lewis and a second by Fuller.

Open Meeting Resumed: Open meeting resumed at 7:40 p.m.

Next Regular Meeting Date: The next meeting date is September 18, 2018 at 6 p.m.

Adjournment: With no additional items to discuss, a motion for adjournment at 7:41 p.m. by Roese with a second by Hicks and passed by acclamation.

Elaine Honomichl-Lewis, Secretary