

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

**Meeting called to order:** 6:00 by President Matt Fuller

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

**Trustees absent:** Trustee Fred Roese, 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 October 11, 2018. A motion was made by Fuller with a second by Deen to approve the 10/11/18 minutes and approved by Hicks, Deen, Honomichl-Lewis, Fuller with Kerr-Herrmann abstaining.

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

- A. CD that has come due is \$80,000. The Board discussed how it can be reinvested into another CD. A motion to reinvest the CD by Hicks with a second by Kerr-Herrmann and approved by Deen, Fuller, Hicks, Kerr-Herrmann and Honomichl-Lewis.
- B. Treasurer Report/Bills were reviewed. A move by Fuller to approve bills with a 2nd by Kerr-Herrmann and approved by Honomichl-Lewis, Fuller, Deen, Hicks and Kerr-Herrmann.

**Unfinished Business:** None

**Committee Reports:**

**Personnel:** No meeting

**Finance:** No meeting

**Joint Use:** No meeting

**Building Committee:** No meeting

**New Business:**

- A. Levy Ordinance Approval: Ordinance No. 2019-05- possible edits required; special board meeting to review and vote on this ordinance will be 11/14/18 @5:45 pm.
- B. Audit: 4 year audit coming due. Quotes received from 2 companies--KEB and Pehlman and Dold. Quotes reviewed and motion by board to go with lower quote from Pehlman and Dold by Hicks with a second by Honomichl Lewis and approved by Deen, Fuller, Hicks, Kerr-Herrmann and Honomichl Lewis.
- C. Lazerware-staff printer/copier. Lazerware proposal reviewed and a move to purchase Lazerware printer/copier by Deen with second by Hicks and approved by Kerr Hermann, Fuller, Hicks, Deen, Honomichl-Lewis
- D. Circulation Policy review : changes include overdue fine total to be \$10.00 and borrowing privileges renewed from three to five years. A motion to approve by Fuller with second by Honomichl-Lewis and approved by acclamation.
- E. Library-Initiated Programs Policy: Reviewed. Motion by Kerr-Herrmann with second by Deen and approved by acclamation.

**Other Business:** Call with Everyday Library to occur next Tuesday, Nov. 13 @4:00 to debrief election results.

**Communications:**

Director McAllister shared patron donations, newspaper articles and thank you notes.

**Director's Report:**

- A. Nov. 19 is ILA focus group
- B. SPARC to explore possible opportunities for people with disabilities to work at library
- C. Ameren Incentive Grants--audit is complete; goal is to install LED lights.
- D. Staff Christmas luncheon on Nov. 30. Library Board to make arrangements for lunch.

**Next Regular Meeting Date:** The next meeting date is Dec.13, 2018 at 6 p.m.

**Adjournment:** With no additional items to discuss, a motion for adjournment at 7:07 p.m. by Deen with a second by Fuller and passed by acclamation.

Elaine Honomichl-Lewis, Secretary