

- I. Call to order/roll call/recognition of visitors: Meeting called to order at 1805. Attending in person were President Fred Roese, Vice President Jessica Ingold, Treasurer Sarah Deen, Diana Fairchild, Kathryn Elder and Director Janet McAllister. Attending via videoconference were Secretary Elaine Honomichl Lewis and Jim Sichlau
- II. Public comment: No public comment
- III. Approval of minutes: Jessica Ingold made a motion to approve the minutes of March 12, 2020. Sarah Deen seconded the motion, which was approved by acclamation.
- IV. Treasurer’s report/approval of bills: Treasurer Sarah Deen reported that the library is in the fourth quarter of the fiscal year and several spending categories are well below budget due to temporary closure of the library.

Vote to approve bills			
Motion	Second	Yes	No
Diana Fairchild	Jessica Ingold	Kathryn Elder, Jessica Ingold, Fred Roese, Sarah Deen, Diana Fairchild, Jim Sichlau, Elaine Honomichl Lewi	

- V. Unfinished business: None
- VI. Committee reports
 - a) Personnel committee did not meet
 - b) Finance committee did not meet
 - c) Joint use committee did not meet
 - d) Building committee did not meet
- VII. New business
 - a) Non-resident card policy: No changes to policy. Sarah Deen made a move to approve the non-resident card policy. Kathryn Elder seconded the motion, which was approved by acclamation.
 - b) Annexation of property: A tract of undeveloped land will be annexed from the library district by the city of Springfield.
 - c) Severe weather and emergency closing policy: The policy was updated to include pandemic-related closure. Sarah Deen recommended changing the word pandemic to ‘public health crisis’ to include localized health emergencies. Jessica Ingold made a motion to approve the severe weather and emergency closing policy with amendments. Diana Fairchild seconded the motion, which was approved by acclamation.
 - d) Reopening procedures: The library will reopen June 1, 2020 if the state of Illinois moves to phase III of the reopening plan. The library’s reopening plan includes
 - Designated six-foot distances
 - Hand sanitizer and sanitizing products
 - Separate operating hours for vulnerable populations
 - Online and remote access
 - Face coverings and PPE
 - Staggered staff scheduling

Rochester Public Library District Board of Trustees meeting

- Altered hours of operation
- Quarantine procedure for returned materials
- Deep cleaning of the library
- Gatherings of 10 or less

No in-house programming

Jessica Ingold made a motion to approve reopening procedures. Diana Fairchild seconded the motion, which was approved by acclamation.

VIII. Other business

- a) Summer recreation: Has been cancelled for 2020 due to lack of instructors
- b) Summer reading: Going forward with new format that includes online performers and use of READSquared for online sign-up and reading logs. Hard copies will be available for patrons who do not have internet access.
- c) Referendum: Janet and Fred have a conference call scheduled with John May 19 to discuss referendum plans in the wake of the pandemic and quarantine.

IX. Communications: Summer reading is on the front page of the Rochester Times

X. Director's report: During library closure staff have been participating in continuing education webinars. Janet is applying for and considering multiple grants.

XI. Closed session not needed

XII. Next meeting at 1800 June 11, 2020 in the Community Room

XIII. Sarah Deen moved to adjourn the meeting. Diana Fairchild seconded the motion which was approved by acclamation.