

Rochester Public Library District Board of Trustees Meeting
October 8, 2020
6:00 pm

Meeting called to order: 6:17 PM by Acting President Jessica Ingold

Trustees present: Treasurer Sarah Deen (via Zoom), Trustee Jim Sichlau, Secretary Elaine Honomichl Lewis, Acting President Jessica Ingold, Trustee Kathryn Elder

Trustee absent: Trustee Diana Fairchild

Library Staff: Director Janet McAllister

Approval of Library Board Meeting Minutes:

The 09/10/20 regular meeting minutes were reviewed as well as the closed 9/10/20 meeting minutes. A motion was made by Sichlau with a second by Elder to approve the 9/10/20 regular minutes and approved by acclamation. Closed meeting minutes from 9/10/20 were reviewed and a motion to approve 9/10/20 closed minutes as amended by Elder with a second by Honomichl Lewis and approved by Elder, Ingold, Sichlau, Honomichl Lewis with Deen abstaining.

Treasurer's Report/Approval of Bills:

The treasurer's report and bills were reviewed. Deen to follow-up with the Bank of Springfield regarding signatures and need to transfer money to appropriate library account/line item for the architect fees.

-A motion to approve the treasurer's report and bills by Elder with a second by Sichlau and approved by Ingold, Elder, Honomichl Lewis, Deen, and Sichlau.

Unfinished Business: None

Committee Reports:

Personnel Committee: On September 23, 2020, met with Janet and conducted mid and end of year evaluation. Goals for the 2020-2021 year were discussed.

Finance: Did not meet.

Joint Use: Did not meet.

New Business:

- A. The passing of Board President, Fred Roese--the library board paused to honor and share memories of Fred; the library board discussed ways to thank him for his service and dedication to the library. It was discussed a special entrance be displayed for the Christmas walk and other items for the library in Fred's memory.
- B. Board-By-Laws-Review--By-Laws were reviewed
- C. Filling of Vacant Positions-Vice President/Acting President Jessica Ingold will assume President position for the remainder of the year. Trustee Jim Sichlau will assume the Vice President position for the remainder of the year.
- D. Levy Ordinance Approval-Ordinance No. 2021-3 was reviewed; a motion to approve the Ordinance No. 2021-3 by President Ingold with a second by Elder and approved by Ingold, Elder, Honomichl Lewis, Deen, and Sichlau.
- E. Ethics Ordinance No. 2014 was reviewed. A motion to approve Ethics Ordinance No. 2014 by Deen with a second by Sichlau and approved by Ingold, Elder, Honomichl Lewis, Deen, and Sichlau.
- F. Ethics Committee (2 year term) Current members are: Bob tepatti, Beth Haupt, and Maggie Patterson. Director McAllister to ask them if they would like to continue to serve.
- G. Acceptable Use Policy was reviewed.
- H. Closed Election Day-Library Legal Counsel was asked and said it was up to each individual library. The Rochester Public Library Board discussed and determined it was best to close the

library on election day. A motion was made by Sichlau with a second by Deen to close the library on election day and approved by acclamation.

Other Business:

Closed Records Review--Honomichl Lewis will follow up with Fairchild and set a date before the end of the year.

Director's Report:

- Saturday, Oct. 24 the Fall Festival to occur at the Rochester Park
- Grants submitted for IL State Library and ALA Libraries Transforming Communities
- Currently working on FEMA Grant
- FOL Donation -Additional ebooks; new database Hoopla
- Received Per Capita Grant check of \$9,991.25
- Upcoming projects include a Christmas Storywalk and garden decorations; ARSL and ILA online conferences
- Farmers Market had over 1,050 people attending during September
- Jacob attended IHLS Member Matter meeting 9/14 and will attend the OAC conference in October.

Library Stats:

Checkouts: 5085
Door count: 4458
New Patrons: 10
Card Holders: 5891
Materials added: 197
Adult Attendance: 1562
Kids Attendance: 871
Teen Attendance: 9
Notary: 2

Next Regular Meeting Date: November 12, 2020 at 6:00 p.m.

Adjournment: With no additional items to discuss, a motion for adjournment at 7:46 p.m. by Elder with a second by Deen and passed by acclamation.

Elaine Homomichl Lewis, Secretary