

Rochester Public Library District Board of Trustees Meeting
February 11, 2021
6:00 pm

Meeting called to order: 6:08 PM by President Jessica Ingold

Trustees present: President Jessica Ingold, Trustee Diana Fairchild, Secretary Elaine Honomichl Lewis
Trustee Kimberly Kurtenbach, Treasurer Sarah Deen, Krista Jiroutek

Via Zoom:, Vice President Jim Sichlau

Library Staff: Director Janet McAllister, Youth Services Director Denise Rainford

Visitors: Marty Fairchild

Public Comment:

- I. Renovation of the library garden--Denise Rainford presented ideas/proposal
 - A. The goal is to make it children-friendly; use for programming especially spring and summer.
 - B. Denise Rainford has talked to the highschool to paint butterflies on a dedicated area.
 - C. March 13 is the work day to weed and work in the garden.

Approval of Library Board Meeting Minutes:

- I. The regular 1/14/21 meeting minutes were reviewed. A motion was made by Kurtenbach with a second by Deen to approve the revised regular minutes; approved by acclamation.

Treasurer's Report/Approval of Bills:

- I. The treasurer's report and bills were reviewed; revenue is down for fines due to electronic checkouts.
- II. Transfer is needed from special reserve to cover 2020 expenses for architect and electronic door improvement/work due to COVID; \$6200 special reserve to transfer to checking to cover.
- III. Motion by Jiroutek to approve treasurer's report and bills for month ending December 31, 2020 with a second by Kurtenbach and approved by Sichlau, Jiroutek, Deen, Fairchild, Kurtenbach, Ingold, and Honomichl Lewis.

Unfinished Business:

- I. Outdoor Storage Shed-
 - A. 3 bids for shed received
 - B. Village information was provided to prepare foundation/fees associated.
 - C. Motion by Deen with a second by Ingold to approve building of a shed and rock for storage for an amount up to \$3800 and approved by Fairchild, Jiroutek, Deen, Honomichl Lewis, Kurtenbach, Ingold, and Sichlau.

Committee Reports:

Personnel Committee: Did not meet

Finance: Did not meet. Vice President Sichlau will also join the committee.

Joint Use: Did not meet.

New Business:

- I. Rachel's Garden--motion by Ingold with a second by Deen to approach the Joint Committee for a removable art piece to be used in the garden painted by the Rochester High and approved by acclamation.
- II. Per Capita Requirements Review--continued from last month's meeting.

- III. Reference Policy Review
- IV. Keys and Building Access Policy Review
- V. Public Participation at Board Meetings Review

Closed Session: None

Other Business

Sparks in the Park--itinerary was shared

Communications

- I. PPE Grant was awarded--\$500
- II. The Big Read through LLC Academy of Lifelong Learning--Rochester Library may get some books through this program.

Director's Report

- I. Local CURES Grant; more paperwork will be submitted
- II. NNLM Digital health lending kits on hold due to lack of funding
- III. IHLS Used van grant--will know on 2/12
- IV. Teens are back to volunteer through the school STEP program
- V. Library Stats:

Check Outs:2538

Card Holders 5901

Computer Use: 120

Adult attendance: 40

Kids attendance: 1392

Teen: 2

Homebound: 27

Materials added: 126

Notary: 4

Book Box Subscription: 13

Next Meeting Date: March 11, 2021

Adjournment: With no additional items to discuss, a motion for adjournment at 7:55 p.m. by Deen with a second by Jiroutek and passed by acclamation.

Elaine Honomichl Lewis, Secretary