

Rochester Public Library District Board of Trustees Meeting
April 14, 2022
6:00 p.m.

Meeting called to order: 6:08 p.m. by President Jessica Ingold

Trustees present: President Jessica Ingold, Trustee Diana Fairchild, Treasurer Sarah Deen, Trustee Kimberly Kurtenbach, Vice President Jim Sichlau, Secretary Elaine Honomichl Lewis

Library Staff: Director Janet McAllister

Trustees absent: Trustee Krista Jiroutek

Visitors: Marty Fairchild

Public Comment: None

Approval of Library Board Meeting Minutes:

The regular 3/10/22 meeting minutes were reviewed. A motion was made by Deen with a second by Sichlau to approve the 3/10/22 minutes; approved by acclamation.

Treasurer's Report/Approval of Bills:

- I. Bills and report reviewed for month ending 3/31/22.
- II. Checks from 2020 that were not cashed were voided; moving forward, the accounting firm will report voided checks on a regular basis.
- III. Motion to approve treasurer's report and bills for month ending March 31, 2022 by Sichlau with a second by Kurtenbach and approved by Deen, Kurtenbach, Fairchild, Honomichl Lewis, Ingold, Sichlau.

Unfinished Business:

- I. ARPA Funds-no update.
- II. CIPA-no update.

Committee Reports:

- I. Personnel: Will next meet on May 10th@11:00.
- II. Finance: Did not meet.
- III. Joint Use: Met on 4/4/22 @ 3:00-chair bids were resent to the village.
 - A. A discussion regarding the need for a policy for overnight use of the community room occurred.
 - B. MOU agreement for the storywalk still needs to be reviewed by the Village. The Library Board to table the review of the MOU agreement until comments received by the Village.
 - C. The Intergovernmental Agreement will be reviewed by the Library Board and discussed at the May Library Board Meeting.
- IV. Building Committee: Did not meet.
- V. Strategic Planning Committee: On hold until June.

New Business

- I. Survey Proposals: A meeting input session with one potential survey company to occur before the next board meeting.
- II. EveryLibrary Referendum will be tabled until the next meeting. Director McAllister to get more information from John.
- III. Collection Management Policy was reviewed and is up-to-date.
- IV. Challenges to Materials Policy was reviewed and is up-to-date.

Other Business

None

Communications

The Friends of the Rochester Public Library donated \$750 to sponsor programs. The library staff appreciated the treats and notes from patrons during library week.

Director's Report:

- I. Part-time patron services position has been filled.
- II. Statement of Economic Interest by all Trustees by May 1.
- III. Illinois State Library Grant 2nd quarter-\$3732.62.
- IV. Jacob is the facilitator for the AARP Tax Aide program; 42 tax returns were prepared during March.

Monthly Library Stats:

Check Outs: 5085
Door Count: 2620
Card Holders: 6166
New Patrons: 19
Computer Use: 151
Adult attendance: 84
Kids attendance: 408
Teen attendance: 15
Materials added: 166
Withdrawn: 23
Repairs: 20
Wish List: 3
Notary: 1

Closed Session:

Meeting became closed under the Open Meetings Act at 7:34 p.m. (exception (c)(1) with a motion by President Ingold and a second by Deen and approved by acclamation.

Open Meeting Resumed: A motion by Deen with a second by Sichlau to move from a closed to open meeting at 7:45 and approved by acclamation. Open meeting resumed at 7:45 p.m.

Next Meeting Date: May 12, 2022 @ 6:00 p.m.

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

Elaine Honomichl Lewis, Secretary