

Rochester Public Library District Board of Trustees Meeting
4/13/23
6:00 p.m.

Meeting called to order: 6:01 p.m. by President Sarah Deen

Trustees present:

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

Trustee absent: Trustee Krista Jiroutek

Library Staff: Director Janet McAllister

Visitors: Bob Tepatti, Erich Schroeder

Public Comment: None

Approval of Library Board Meeting Minutes:

- A. The regular 3/09/23 minutes were reviewed.
- B. A motion was made by Sichlau with a second by Kurtenbach to approve the 03/09/23 minutes with edit; approved by acclamation.
- C. A closed minute review will occur on 4/25/23 by Fairchild and Honomichl Lewis; recommendations will be brought to the 5/11/23 meeting.

Treasurer's Report/Approval of Bills:

- I. Bills and treasurer's report were reviewed for the month ending 3/31/23; on track with budget and expenses.
- II. Driver's license sticker renewal with a good response by the community. A new budget line item will be added next fiscal year.
- III. Motion to approve treasurer's report and bills for month ending 3/31/23 by Sichlau with a second by Kurtenbach and approved by Ingold, Fairchild, Sichlau, Honomichl Lewis, Deen, Kurtenbach.

Unfinished Business: None

Committee Reports:

- I. Personnel: Did not meet
- II. Finance: Met on 3/22/23 and discussed the preliminary budget for 2023-2024.
- III. Joint Use: Deen communicated with Village regarding the need to confirm a date to meet.
- IV. Building Committee did not meet. Survey completed by Creative Entourage.
- V. Strategic Plan Ad Hoc Committee will meet once the survey results are finalized.

New Business:

- A. The audit review was tabled and will be discussed at the May board meeting.
- B. Programming policy was updated by the Library's attorney. The updated policy was reviewed and a motion to approve the updated programming policy by Deen with a second by Sichlau and approved by acclamation.
- C. The Decennial Committee will meet 3 times; the first proposed date is May 18, 2023 at 6:00 p.m. A motion by Deen with a second by Ingold to approve the date of the first Decennial Committee to meet May 18, 2023 at 6:00 p.m. and approved by acclamation.
- D. SB208—Paid Leave for all Workers Act; the Rochester Public Library is in compliance.
- E. Creative Entourage Update; joined by Zoom with Charlie Leonard
 - a. 394 surveys completed by the Rochester Community;
 - b. Initial results are favorable
 - c. Next steps, a finalized report will be completed by Creative Entourage within this next month; Board to go over final report and discuss.

Other Business:

- I. Illinois Funds: Per President Deen—it is an investment fund for public entities to have a safe way to invest and keep dollars liquid if needed.
 - A. There are no penalties for withdrawing money. The fund has been in existence since 1975 and has 18 billion in assets.
 - B. Currently, there is a money market account at Bank of Springfield (since a CD matured). The board discussed moving the money from BOS to an Illinois Funds account.
 - C. A motion by Deen with a second by Ingold to move the \$107,907.54 at BOS and open an Illinois Funds account was approved by Kurtenbach Deen, Honomichl Lewis, Ingold, Sichlau and Fairchild.
- II. Other accounts are currently at Rochester Bank and Trust and the American Bank of Missouri in Rochester.

Communications: The TIF grant was received. Donation was given for an audiobook for the library.

Director's Report:

- I. Audit by Pehlman and Dold still in process
- II. Authorized IRMF agent
- III. Sublimation printing will be arriving soon
- IV. 50 ILCS70/ Decennial Committee on Local Government Efficiency Act to be formed by June 9th.
- V. New hire—Cassie Merideth
- VI. 165 newsletters were delivered to 17 local businesses.
- VII. Several grants have been submitted.
- VIII. Prep has started for the Farmer's Market. A program, Power of Produce, will be created for children attending the market.
- IX. Good attendance at Toddler Time (59); Storytime (113), Baby Lapsit (22), Homeschool (20); Teen (13); Board Games (4); Stem Fair (700)
- X. Adults— Day Book Club (8); Evening Book Club (9); Yoga at the Library (14); Waltz dance class(11) Tax Aid (127); March Madness (30)
- XI. First Read-to-Senior Program, March 28
- XII. Earth Day program to be held on April 22; Summer Reading: Glide into Adventure
- XIII. Writers Workshop for Poetry
- XIV. Prep for Farmers Market has begun
- XV. Life and Limb Display April 10-May 20; Blood Drive April 19; Card Catalog Class April 25

Closed Session: None

Monthly Library Stats

<i>Check Outs: 4718</i>	<i>Notary: 3</i>
<i>Narcas: 10</i>	<i>Book Box Subscriptions: 4</i>
<i>Materials added: 115</i>	<i>Teen attendance: 21</i>
<i>Homebound: 5</i>	<i>Adult attendance: 59</i>
<i>Kids attendance: 997</i>	<i>Computer Use: 207</i>
<i>Book a librarian: 6</i>	<i>Card Holders: 6551</i>
<i>Withdrawn: 34</i>	<i>New Patrons: 13</i>
<i>Wish List: 4</i>	<i>Repairs: 18</i>
<i>Cricut: 4</i>	<i>License renewal: 10</i>
<i>Door Count: 2868</i>	

Next Meeting Date: May 11, 2023 @ 6:00 p.m.

Adjournment: With no additional items to discuss, a motion for adjournment at 7:56 p.m. by Ingold with a second by Sichlau and passed by acclamation.