

**Rochester Public Library District Board of Trustees Meeting
June 9, 2016**

Meeting called to order: 6:00 p.m. by President Diana Kerr-Herrmann

Trustees present: President Diana Kerr-Herrmann, Vice-President Matt Fuller, Treasurer Cheryl Soerensen, Secretary Bonnie Boyce, Trustee David Hicks, Trustee Fred Roesse, Trustee Shannon Ryan

Trustees absent: None

Library Staff: Director Janet McAllister, Bookkeeper Audrey Mock

Visitors: Carole Strick

Public Comment: None

Approval of Minutes: The Board reviewed the minutes of the May 12, 2016 meeting and Trustee Kerr-Herrmann made a motion to approve the minutes as presented. Trustee Fuller seconded the motion. The motion carried with Trustees Hicks and Soerensen abstaining.

Treasurer's Report/Approval of Bills: Trustee Soerensen presented the Treasurer's Report and Bills for review. Trustee Soerensen made a motion to approve the Treasurer's Report and Bills as presented. The motion was seconded by Trustee Boyce and carried unanimously.

Unfinished Business:

Closed Minutes Review: Trustee Boyce stated she and Trustee Ryan reviewed the closed minutes and presented the minutes of the June 11, 2015 closed session for review with a recommendation the minutes be opened. Trustee Soerensen made a motion to open the minutes of the June 11, 2015 closed meeting. The motion was seconded by Trustee Boyce and carried unanimously.

Logo: Director McAllister presented the new logo created by Susan Runions. Trustee Hicks made a motion to accept the logo and a second was made by Trustee Kerr-Herrmann and the motion carried unanimously.

Committee Reports:

Personnel Committee: No report

Finance Committee: Trustee Soerensen presented the working budget indicating after the Board reviews and approves the working budget it will be sent to Attorney Ellis for review. Trustee Soerensen made a motion to accept the working budget as presented, which was seconded by Trustee Ryan and carried unanimously.

Joint Use Committee: No meeting

Strategic Plan Committee: Trustee Fuller indicated the committee did not meet. Director McAllister indicated the committee is waiting for remodeling estimates. Trustee Hicks stated the truss issue should be addressed before remodeling is pursued.

New Business:

Prevailing Wage Ordinance: Director McAllister presented the prevailing wage ordinance for review. Trustee Kerr-Herrmann made a motion to accept the prevailing wage ordinance as presented with a second by Trustee Hicks. The motion passed unanimously.

Meeting Dates Schedule: Director McAllister presented the board meeting dates for FY 16-17. The Rochester Public Library District Board of Trustees will meet the second Thursday of each month at 6:00 p.m. in the Library Community Room. The meeting dates are as follows:

July 14, 2016	January 12, 2017
August 11, 2016	February 9, 2017
September 8, 2016	March 9, 2017
October 13, 2016	April 13, 2017
November 10, 2016	May 11, 2017
December 8, 2016	June 8, 2017

A motion was made by Trustee Soerensen with a second by Trustee Hicks to accept the meeting dates as presented. The motion carried unanimously.

Holiday Closure Schedule: Director McAllister presented the Holiday Closures for FY 16-17, noting December 25, 2016 and January 1, 2017 fall on Sunday. Trustee Hicks recommended the library close Saturday, December 24, Monday, December 26 and Saturday, December 31. The holiday closure dates are as follows:

Independence Day
Monday, July 4, 2016

Labor Day
Monday, September 5, 2016

Veterans' Day
Friday, November 11, 2016

Thanksgiving Holiday
Thursday, November 24, 2016
Friday, November 25, 2016

Winter Holiday
Saturday, December 24, 2016
Monday, December 26, 2016
Saturday, December 31, 2016

Martin Luther King Jr. Day
Monday, January 16, 2017

Presidents' Day
Monday, February 20, 2017

Memorial Day
Monday, May 29, 2017

Trustee Roesse made a motion to accept the holiday closure schedule with a second by Trustee Fuller. The motion carried 5 to 2 with Trustees Kerr-Herrmann and Boyce voting no. Trustee Boyce stated the Independence Day Parade is Saturday, July 2nd. Trustee Boyce made a motion to close the Library at noon, Saturday, July 2nd so employees could participate in the parade. The motion was seconded by Trustee Hicks and carried unanimously.

Hiring a Consultant for building expansion: Director McAllister stated she would like to hire Bev Obert to review the plans generated from the Strategic Plan Committee. Director McAllister indicated Ms. Obert charges an hourly fee plus mileage and projected the cost to be \$1500 to \$2000. Trustee Fuller stated the consultant would review the plans and provide direction. Trustee Hicks indicated the Joint Use Committee should review the truss issue and Trustee Soerensen stated a current hourly rate for Ms. Obert should be obtained. Trustee Hicks made a motion to table this matter with a second by Trustee Ryan. The motion carried unanimously.

Director's Evaluation: Trustee Kerr-Herrmann made a motion to move this item to closed session. The motion was seconded by Trustee Hicks and carried unanimously.

Other Business: Trustee Kerr-Herrmann reported the Butterfly Garden was tilled away from the building because of drainage work in Rachel's Garden. The Butterfly Garden will be relocated next year to the area adjacent to Rachel's Garden. Trustee Kerr-Herrmann reviewed committee assignment and no changes were made.

Communications: Director McAllister shared with the Board thank you notes, newspaper articles and other communications from patrons.

Director's Report: Director McAllister introduced Bryanna Zimmerman the recently hired Youth Services Director to the Board.

Closed Session: Trustee Kerr-Herrmann made a motion to enter closed session at 7:33 p.m. The motion was seconded by Trustee Boyce and carried unanimously. The Board returned to open session at 7:42 p.m.

Director's Evaluation: Trustee Kerr-Herrmann made a motion to accept the Director's Evaluation as presented. The motion was seconded by Trustee Soerensen and carried unanimously.

Next regular Meeting Date: The next regular meeting date is July 14, 2016.

Adjournment: With no additional items to discuss Trustee Roesse made a motion to adjourn at 7:45 p.m. with a second by Trustee Kerr-Herrmann and passed by acclamation.

Bonnie Boyce, Secretary