

**Rochester Public Library District Board of Trustees Meeting
September 8, 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 Roese

Trustees absent: Trustee Shannon Ryan

Library Staff: Director Janet McAllister

Visitors: Marty Fairchild, Diana Fairchild

Public Comment: Mr. and Mrs. Fairchild indicated an interest in community activities.

President Diana Kerr-Herrmann stated she received an email from Trustee Shannon Ryan tendering her resignation as a board member.

Approval of Minutes: The Board reviewed the minutes of the August 11, 2016 meeting. Trustee Hicks made a motion to approve the minutes as presented with a second by Trustee Kerr-Herrmann and the motion passed by acclamation.

Treasurer's Report/Approval of Bills: Director McAllister indicated Mrs. Mock was injured and unable to prepare the Treasurer's Report and Bills. Trustee Soerensen stated she attended Accountability in Action, a seminar presented by State Comptroller Leslie Munger. The information provided will prove useful for future audits and completing forms.

Unfinished Business:

TIF: Trustee Kerr-Herrmann reported she had not met with the Mayor and it may be as late as December before the Village Board meets with other taxing bodies.

Update on hiring of Consultant Bev Obert: Trustee Fuller stated Bev Obert was hired and is reviewing the Strategic Plan and a list of upcoming issues. Bev Obert will present her report at the October Board meeting.

Committee Reports:

Personnel Committee: No meeting

Finance Committee: No meeting

Joint Use Committee: Trustee Roese reported the Village billed the Library \$4,347.03 for labor and materials used in Rachel's Garden. Trustee Kerr-Herrmann made a motion to pay this amount from the Certificate of Deposit funds set aside for the drainage project. The motion was seconded by Trustee Hicks and carried unanimously. A letter was received from Crawford, Murphy & Tilly indicating no roof sheathing support members of the truss system were observed to be failing. CMT recommended sharing their observation with Sutton's Roofing and reviewing the extended warranty for the roof. The Joint Use Committee will meet with Sutton's to discuss this matter. Trustee Hicks made a motion to table the CMT estimated invoice, which was seconded by Trustee Soerensen and passed unanimously. The fire alarm system was also discussed and the Fire Chief will attend the next Joint Use meeting.

Strategic Plan Committee: no meeting

New Business:

Ethics Committee Members needed for 2-year term: Director McAllister stated 3 community members will be appointed next month and the policy will also be reviewed.

Media Conversion Policy: The Board reviewed the Media Conversion Policy, a new policy for the Library. Trustee Boyce made a motion to add the policy as presented, which was seconded by Trustee Fuller and passed by acclamation.

Other Business: Trustee Kerr-Herrmann stated the Butterfly Garden presentations were going well. Trustee Boyce stated candidate packets for the April 4, 2017 election will be available beginning September 20th and Director McAllister has been appointed as Trustee Boyce's representative.

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

Director's Report: Director McAllister indicated two locations have been approved for the Little Free Library Project. The Farmers Market is doing well with approximately 100 people shopping each week. Director McAllister reminded Board Members the Friends of the Library fundraiser is September 12 at Public House 29. The Library will receive the Orange Judd Recognition award September 26 at 7:00 p.m.

Closed Session: Not needed

Next regular Meeting Date: October 13, 2016 and B and A Public Hearing September 19, 2016

Adjournment: With no additional items to discuss Trustee Hicks made a motion to adjourn at 7:16 p.m. with a second by Trustee Boyce and passed by acclamation.

Bonnie Boyce, Secretary