

**Rochester Public Library District Board of Trustees Meeting
November 10, 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: None

Library Staff: Director Janet McAllister, Lorachelle Purdy, Bryanna Zimmerman, Keshia Dotson, Jacob Pahde

Visitors: Bob Tepatti, Elaine Honomichl Lewis, Beverly J. Obert

Public Comment: None

Trustee Kerr-Herrmann made a motion to adjust the agenda moving the presentation by consultant Beverly J. Obert as the first item presented. The motion was seconded by Trustee Boyce and passed by acclamation. Ms. Obert reviewed the current status of the library noting there is a long-range plan in place and the community uses and supports the library. Options available are:

- A. Do nothing
- B. Rearrange the existing space
- C. Building expansion of 4,000 square feet
- D. Building expansion of 8,000 square feet

Ms. Obert indicated the expansion of 4,000 square feet would be a short-term solution and another building project would be necessary in ten years or less. Ms. Obert estimated the cost of an 8,000 square foot expansion at \$1,600,000 to \$2,000,000 or approximately \$200 a square foot. Ms. Obert then outlined the building process and funding options available, which include:

1. Bonding
2. Mortgage
3. Illinois State Library Live and Learn Construction Grant Program
4. Capital Campaign

Approval of Minutes: The Board reviewed the minutes of the October 13, 2016 meeting. Trustee Hicks made a motion to approve the minutes as presented with a second by Trustee Kerr-Herrmann and the motion carried with Trustee Fuller abstaining.

Treasurer's Report/Approval of Bills: Trustee Kerr-Herrmann stated Mrs. Mock was ill and the report was not prepared.

Unfinished Business: None

Committee Reports:

Personnel Committee: Trustee Kerr-Herrmann stated the committee reviewed the vacation and leave policy, and the travel policy. Several changes were necessitated by change in municipal law. The Board reviewed the updated vacation and leave policy, the addition of the voting leave policy and additions and changes to the travel policy. A motion was made by Trustee Kerr-Herrmann with a second by Trustee Fuller to accept the vacation and leave policy as presented. The motion carried 6 to 0. A motion was made by Trustee Hicks to add the travel policy and voting leave policy as presented with a second by Trustee Soerensen and carried 6 to 0.

Finance Committee: No meeting

Joint Use Committee: No meeting. Trustee Hicks indicated at the next meeting he would recommend replacing the cloth and wood chairs in the Community Room with vinyl covered chairs.

Strategic Plan Committee: No meeting

New Business:

Schedule the Midyear Closed Minutes Review: Trustee Boyce and Trustee Hicks will meet at 10:00 a.m., Monday, November 14 to review closed session minutes.

Open at noon, Friday, December 2nd: Trustee Boyce made a motion to change the opening time for the library to 12:00 pm on December 2nd to allow the employees to schedule their annual breakfast. The motion was seconded by Trustee Roese and passed by acclamation.

Distribution of Director Evaluation: Trustee Kerr-Herrmann distributed the Director's evaluation form and asked that it be completed and returned to her no later than November 17th.

Trustee Kerr-Herrmann made a motion to move agenda item VII. F, Board Vacancy to the last item before closed session. The motion was seconded by Trustee Roese and passed by acclamation.

Other Business: None

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

Director's Report: Director McAllister presented the Director Report.

Next regular Meeting Date: December 8, 2016

Board Vacancy: Elaine Honomichl Lewis presented her application for the Board Vacancy.

Closed Session: Trustee Kerr-Herr made a motion to enter into closed session at 7:55 p.m. The motion was seconded by Trustee Boyce and passed by acclamation. The Board came out of closed session at 8:00 p.m. Trustee Kerr-Herrmann made a motion to accept the application of Elaine Honomichl Lewis to fill the vacant trustee position with the understanding it is necessary Honomichl Lewis circulate a candidate petition for the April 4, 2017 election. The motion was seconded by Trustee Boyce and carried 6 to 0.

Adjournment: With no additional items to discuss Trustee Kerr-Herrmann made a motion to adjourn at 8:10 p.m. with a second by Trustee Fuller and passed by acclamation.

Bonnie Boyce, Secretary