

**Rochester Public Library District Board of Trustees Meeting  
July 10, 2014**

**Meeting called to order:** 6:01 PM by Vice-President Chris McDonald

**Trustees present:** Vice-President Chris McDonald, Treasurer Cheryl Soerensen, Secretary Maggie Patterson, Trustee Diana Kerr-Herrmann, Trustee Shannon Ryan, and Trustee Ed Hein

**Trustees absent:** President Tim Olmsted

**Library Staff:** Director Janet McAllister, Bookkeeper Audrey Mock

**Visitors:** Bonnie Boyce, Kate Hein, Susan Young, Jacob Pahde, Bob McAllister

**Approval of Minutes:** A motion was made by Trustee Kerr-Herrmann, with a second by Trustee Patterson, to approve the Minutes from the June 12, 2014 meeting. Trustees Kerr-Herrmann, Ryan, Soerensen, and McDonald voted “yes”; Trustees Hein and Patterson abstained. The motion passed.

**Treasurer’s Report/Approval of Bills:** A motion was made by Trustee Patterson, with a second by Trustee Soerensen, to move \$6000 from the Tuition Reimbursement line item and \$500 from the Equipment/Furniture line item to the Building and Maintenance line item. The motion passed by unanimous vote. A motion was made by Trustee Hein, with a second by Trustee Patterson, to approve the Treasurer’s Report and bills. The motion passed by unanimous vote.

**Old Business**

**Severe Weather Policy** – Trustees Patterson, Olmsted, and Hein haven’t met. Table until the August meeting.

Trustee Hein asked about forming the Ethics Commission. Trustee Patterson will ask President Olmsted about the status.

**Committee Reports** – No reports from Personnel, Finance, or Joint Use Committees.

**New Business**

**Tentative Budget and Appropriation Ordinance** – A motion was made by Trustee Hein, with a second by Trustee Patterson, to approve Ordinance No. 2015-02 Combined Annual Budget and Appropriation Ordinance of the Rochester Public Library District for the Fiscal Year Beginning July 1, 2014 and Ending June 30, 2015. The motion passed by unanimous vote.

**Additional Shelving** – A motion was made by Trustee Hein, with a second by Trustee McDonald, to purchase additional shelving. The motion passed by unanimous vote.

**Other Business** – Trustee Hein noted the Library hours signage in the front window is incorrect. Trustee Hein notes the Board is out of compliance with the Open Meetings Act by not posting the Minutes of committee Minutes. Committee chairpersons need to send Minutes to Janet so they can be posted on the Library website. FOIA request from Adam Andrzejewski with “Open the Books” was completed by Janet. Trustee McDonald noted he was contacted by the alarm company for an alarm – apparently set off by the book delivery person trying to open the door.

**Communications** – “Thank you” in the Senior Citizen newsletter.

**Director’s Report** – Presented monthly Library Statistics and staff reports (Youth Services, Circulation Manager, Tech Services, Adult Programs, and Outreach Coordinator). The circulation desk was busy

with last minute purchases of Sparks in the Parks carnival ride tickets. Noted dates of upcoming Olde Town Fall Festival and the Homecoming parade.

**Public Comment** – None

**Closed Session** – A motion was made by Trustee Patterson, with a second by Trustee Kerr-Herrmann, to enter closed session to review Minutes from the June 10, 2014 closed session. The motion passed by unanimous vote. Closed session began at 6:54 PM.

Closed session ended and the regular meeting resumed at 6:59 PM.

**Action taken** – A motion was made by Trustee McDonald, with a second by Trustee Kerr-Herrmann, to approve the Minutes from the June 10, 2014 closed session. Trustees Kerr-Herrmann, Ryan, Soerensen, McDonald voted “yes”; Trustees Hein and Patterson abstained. The motion passed.

**Next meeting** – August 14, 2014 at 6:00 PM.

**Adjournment** – A motion was made by Trustee Hein, with a second by Trustee Kerr-Herrmann, to adjourn the meeting. All in favor and the meeting adjourned at 7:05 PM.

Submitted by Secretary Maggie Patterson