

**Rochester Public Library District Board of Trustees Meeting
August 14, 2014**

Meeting called to order: 6:00 PM by Secretary Maggie Patterson

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

Trustees absent: President Tim Olmsted, Vice-President Chris McDonald

Library Staff: Director Janet McAllister, Bookkeeper Audrey Mock

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

Approval of Minutes: A motion was made by Trustee Hein, with a second by Trustee Soerensen, to approve the Minutes from the July 10, 2014 meeting. The motion passed by unanimous vote. A motion was made by Trustee Hein, with a second by Trustee Kerr-Herrmann, to approve the Minutes from the July 10 closed meeting. The motion passed by unanimous vote. A motion was made by Trustee Patterson, with a second by Trustee Hein, to open the Minutes from the closed meeting of July 10, 2014 to the public. The motion passed by unanimous vote. Trustee Hein and Trustee Patterson reviewed the Minutes from the special meeting held to update the Severe Weather Policy attended by Trustees Hein, Olmsted, and Patterson. A motion was made by Trustee Patterson, with a second by Trustee Hein, to approve the Minutes. Both voted to “yes” to approve.

Treasurer’s Report/Approval of Bills: A motion was made by Trustee Hein to approve the Treasurer’s Report and bills while amending the “Cash on Hand” to \$187,241.62, with a second by Trustee Patterson. The motion passed by unanimous vote.

Old Business:

Severe Weather Policy: A committee consisting of Trustees Hein, Olmsted, and Patterson met to update the Severe Weather Policy with the updated policy brought to the full Board for review. The major changes include adding other emergency closures to the policy and the non-exempt (hourly) employees will no longer be paid for hours the Library is closed but will use accrued benefit time. Following discussion by the Board, a motion was made by Trustee Hein, with a second by Trustee Patterson, to approve the Severe Weather and Emergency Closing Policy as amended. Trustees Hein, Soerensen, Patterson, and Kerr-Herrmann voted “yes”; Trustee Ryan voted “no”. The motion passed.

Committee Reports: No reports from Finance or Personnel. Trustee Soerensen from the Joint Use Committee reports the art work in the Community Room will be changed on September 19 with an open house to held on September 20 from 4 – 6 PM.

New Business:

IPLAR (Illinois Public Library Annual Report): Completed and presented to the Board by Director McAllister. She will submit to the Illinois State Library.

Other Business: Trustee Hein asked about the sales tax issue. He wasn’t at the June meeting when this was addressed by Jon Ellis. Board members at the June meeting stated Jon looked at the criteria felt the Library is not required to pay sales tax. Trustee Hein expressed concern about inaction on the Ethics commission and also noted changes to Personnel policies made in March are not reflected on the website. Trustee Patterson asked for the Ethics issue to be placed on the September agenda. Director McAllister is waiting for President Olmsted to send her the updated policies. Trustee Hein asked for an organizational chart to be sent Board members. Trustee Hein asked if there was a cutoff period to have

items put on the agenda, stating he had requested an item be placed on the agenda for this meeting and the Director refused. Janet pointed out that the request came around 4:30PM on Tuesday and the agenda had already been approved by the Board President. Typically the agenda goes to the President for approval on the Friday before the Board meeting. Other Board members noted that the Minutes and Treasurer's Report were to be ready on or before the Monday before the Thursday Board meeting and it would be courteous of all Board members to have agenda items to the Director or the President in a timely manner. Trustee Hein said the bylaws indicate the "Director" gets the agenda items. Trustee Patterson asked to add to the September agenda reviewing this issue in the bylaws.

Communications: New business cards for the Library; "thank you's" from Wyndcrest; newspaper article.

Director's Report: Two new hires to replace recent resignations: Rachel Kocis as Youth Services Director and Lorachelle Purdy as Circulation Manager; monthly statistics shared; reports from Youth Services, Tech Services, Outreach and Programs.

Public Comment: None

Closed Session: None

Next Meeting: September 11, 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 ended at 7:14 PM.

Submitted by Secretary Maggie Patterson