

**Rochester Public Library District Board of Trustees Meeting
April 14, 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 Fred Roese, Trustee David Hicks, Trustee Shannon Ryan (Trustee Ryan arrived at 6:35 p.m.)

Trustees absent: None

Library Staff: Director Janet McAllister, Bookkeeper Audrey Mock

Visitors: None

Public Comment: None

Approval of Minutes: The Board reviewed the minutes of the March 10, 2016 meeting and Trustee Soerensen suggested a word correction. A motion was made by Trustee Fuller to approve the amended minutes as presented. The motion was seconded by Trustee Hicks and carried six to zero.

Treasurer's Report/Approval of Bills: Trustee Soerensen reviewed the Treasurer's Report and Bills for the months of February and March. Trustee Fuller asked about the balance of the Audit Fund and Mrs. Mock indicated the invoice for the audit was reduced because of extra work created when the report was reviewed. Trustee Soerensen made a motion to approve the Treasurer's Report and Approval of Bills for the months of February and March as presented. The motion was seconded by Trustee Hicks and carried six to zero.

Unfinished Business:

Public Participation at Board Meetings: The Board reviewed changes to the Public Participation at Board Meetings Policy. Trustee Fuller made a motion to accept the Public Participation at Board Meetings Policy as presented. The motion was seconded by Trustee Boyce and carried six to zero.

Committee Reports:

Personnel Committee: No meeting

Finance Committee: No meeting

Joint Use Committee: No meeting

Strategic Plan Committee: Trustee Fuller stated the Strategic Plan Committee is scheduled to meet April 23rd to discuss the draft of the Strategic Plan Report. The committee will discuss making the library a comfortable place and also review the service hours of the library. Future space needs of the library will be reviewed. Scenarios include maximizing existing space by moving the service desk and reconfiguring existing office space to create one study room. A second scenario is a modest expansion of 2,400 square feet, which would also include study rooms and a room for the 3D printers. Trustee Hicks stated reconfiguring the service desk would maximize use of existing space and allow the library more time to consider all options. Trustee Ryan arrived at 6:35 p.m.

New Business:

Butterfly Garden: Trustee Kerr-Herrmann stated a plan drawn by Ms. Carol Anderson for a butterfly garden would be implemented and maintained at no cost to the Library. The garden will be adjacent to Rachel's Garden. Trustee Kerr-Herrmann also indicated if the butterfly garden is not maintained the Village will mow down the plants.

Discuss Report from the Rochester Fire Department: Director McAllister reviewed a report from the Rochester Fire Protection District accessing the fire alarm system. Several items noted in the report involve the Community Room and the common hallway. Trustee Kerr-Herrmann requested the Joint Use Committee meet to review this report.

Other Business: Trustee Kerr-Herrmann reminded Board members their Statement of Economic Interest is due.

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

Director's Report: Director McAllister stated the award letter for the Per Capita Grant was received in the amount of \$6,161.40, approximately \$3,800 lower than last year. Director McAllister thanked Bank and Trust for a \$200 donation to the Summer Reading Program.

Next regular Meeting Date:

The next regular meeting date is May 12, 2016

Adjournment:

With no additional items to discuss Trustee Kerr-Herrmann made a motion to adjourn at 7:26 p.m., which was seconded by Trustee Fuller and passed by acclamation.

Bonnie Boyce, Secretary