

**Rochester Public Library District Board of Trustees Meeting
November 9, 2017**

Meeting Called to Order: 6:06 p.m. by President Matt Fuller

Trustees Present: President Matt Fuller, Vice President Diana Kerr-Herrmann, Treasurer David Hicks, Trustee Sarah Deen

Visitors: None

Library Staff: Director Janet McAllister, Audrey Mock

Public Comment: None

Approval of Library Board Meeting Minutes: Board review meeting minutes of October 12, 2017. Motion was made by Treasurer Hicks to approve minutes with a second by President Matt Fuller and approved by President Fuller, Vice President Kerr-Herrmann, Treasurer Hicks and Trustee Deen.

Treasurer's Report/Approval of Bills: The Treasurer's report was reviewed and approved with a motion by Vice President Kerr-Herrmann with a second by President Matt Fuller. It was approved by President Fuller, Vice President Kerr-Herrmann, Treasurer Hicks and Trustee Deen.

Unfinished Business:

- A. An update on @apaceDesign progress was provided by President Fuller. An initial rough sketch of the addition will be provided to Director McAllister by January 2018.
- B. Director McAllister noted that a representative from @apaceDesign had visited the Library and reviewed the electrical design of the building.

Committee Reports:

Personnel: No meeting

Finance: No meeting

Joint Use: Met on Oct. 12, 2017, issues discussed were:

- 1) Work on the roof and the parking lots has been completed as well the fall cleanup of Rachel's Garden.
- 2) The Village Board has no objections to wine being served at the next Lost Bridge Artists reception, however an alcohol usage permit of \$50.00 for a one time usage will be required.
- 3) Various types of flooring replacement options for the Community Room will be presented at the next meeting.
- 4) Library Trustee Roese discussed the Library's plans for expansion.
- 5) Village Trustee Munroe discussed the issue of revising the original Joint Use Agreement between the Village and Library. A rough draft will be available for review at the next Joint Use Committee meeting.

New Business:

- A. The Board reviewed the issue to using the EveryLibrary group to assist the Library Board in gauging community support for the proposed expansion. President Matt Fuller made the motion to use EveryLibrary to assist the Library Board in developing questions for a poll which will be conducted by Friends of the Library. Vice President Kerr-Herrmann seconded the motion with all trustees present approving the motion.

- B. Treasurer Hicks made the motion to approve a late Library opening at 1:00 p.m. on Friday, December 1st for a staff event and decorating. President Fuller seconded the motion and the vote carried by acclamation.
- C. Vice President Kerr-Herrmann moved to approve the proposed HVAC maintenance contract with a second by Trustee Deen. All trustees present approved the motion.
- D. Selection of Building Committee members was tabled until the next Library Board meeting.
- E. Director McAllister shared with the Board the idea of a Youth Fine Amnesty program to help student patrons pay their late library book fines. She will try to find a community benefactor that will donate funds to cover the fines.

Other Business: The Board discussed the idea and the costs involved with increasing the Library's hours on Saturday and opening on Sundays.

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

Directors' Report:

- 1) Director McAllister reviewed stats for Oct. /Nov.
- 2) Director McAllister discussed recent book purchases and an update on the Farmers Market.

Next Regular Meeting Date: December 14, 2017 at 6:00 p.m.

Adjournment: With no additional items to discuss a motion for adjournment at 7:20 p.m. was made by President Fuller, seconded by Trustee Deen and passed by acclamation.

Diana Kerr-Herrmann, Vice President