

Rochester Public Library District Board of Trustees Meeting

1/9/20

- I. Called to order at 1800 by President Roese. Present: President Roese Vice President Ingold, Treasurer Deen, Trustee Fairchild, Trustee Sichlau, Trustee Elder and Director McAllister. Visitor Marty Fairchild was present.
- II. No public comment
- III. Minutes: Motion to approve by Ingold, seconded by Deen. Minutes approved by acclamation. Closed minutes tabled until February meeting.
- IV. Lazerware bills have been included under Equipment and Furniture line item, causing it to be over budget by almost 10% only halfway through the fiscal year. Director McAllister recommends creating separate line item for Lazerware expenses. Treasurer Deen agrees. A motion by Fairchild with a second by Ingold to create a separate line item for Lazerware expenses and approved by Fairchild, Sichlau, Elder, Ingold, Deen, and Roese.
- V. Director McAllister reported that management of the Community Room was transferred to the Village on January 2. Final check was deposited at Rochester State Bank. President Roese and Treasurer Deen will make arrangements to close the Community Room bank account and procure a cashier's check payable to the Village.
Roese reminded fellow trustees to continue talking to library constituents and make contacts for support of the April 2021 ballot measure by the end of February.
- VI. Committee reports
 - A. Personnel Committee did not meet
 - B. Finance Committee did not meet
 - C. Joint Use Committee will meet January 14, 2020.
 - D. Building Committee will make plans to meet after the Phase I vote in New Business.
- VII.
 - A. Approval of proposal for Phase I architectural services by Ferry and Associates. Bills to be paid out of Special Reserves. Motion by Deen with a second by Sichlau for approval of proposal for Phase I architectural services by Ferry and Associates and approved by Fairchild, Sichlau, Deen, Roese, Ingold and Elder.
 - B. Director McAllister reported that the Illinois State Library Annual Library Certification was completed.
 - C. The Board voted to close the bank account for the community room and procure a cashier's check payable to the Village—a motion by Ingold with a second by Sichlau and approved by Roese, Ingold, Deen, Sichlau, Elder and Fairchild. The final balance is \$2343.46 plus \$105.00, which was deposited Monday.
 - D. Honomichl Lewis will put evaluation forms in trustee mailboxes for the Director's mid-year evaluation. She will email trustees with a due date.

- VIII. All other business items were covered earlier in the meeting.
- IX. Director McAllister shared several items, which were published in the Rochester Times.
- X. The library received a Community Connections grant to pay for yard signs, as well as a donation from Kathy Garst for 300 yard signs to promote the summer reading program. Both will help to increase visibility of library programming in the community. RPLD donations to Sojourn Shelter and Services on behalf of the community were second highest of the Christmas season behind Bunn Corporation. Trustees expressed gratitude to the community for their generous donations.
- XI. No closed session
- XII. Next meeting: February 13, 2020
- XIII. A motion for adjournment at 1930 was made by Trustee Sichlau and seconded by Vice President Ingold. The motion carried.