

Public Hearing

Rochester Public Library District Board of Trustees Meeting September 23, 2021 6:00 p.m.

Meeting called to order: 6:05 p.m. by Vice President Jim Sichlau

Trustees present: Trustee Diana Fairchild, Secretary Elaine Honomichl Lewis, Treasurer Sarah Deen, Trustee Kimberly Kurtenbach, Vice President Jim Sichlau
Trustee Krista Jiroutek

Trustees absent: President Jessica Ingold

Library Staff: Director Janet McAllister

Visitors: Bob Tepatti, Marty Fairchild

Public Comment: None

B and A Ordinance Adopted:

- I. Review and discussion of the Combined Annual Budget and Appropriate Ordinance.
- II. Motion to approve the Combined Annual Budget and Appropriate Ordinance by Honomichl Lewis with a second by Jiroutek and approved by Sichlau, Deen, Kurtenbach, Jiroutek, Fairchild, Honomichl Lewis.
- III. Adjournment -Motion to adjourn at 6:14 p.m. Public Hearing for Combined Annual Budget and Appropriation Ordinance by Sichlau and second by Deen and approved by acclamation.

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Meeting called to order: 6:14 p.m. by Vice President Jim Sichlau

Trustees present: Trustee Diana Fairchild, Secretary Elaine Honomichl Lewis, Treasurer Sarah Deen, Trustee Kimberly Kurtenbach, Vice President Jim Sichlau
Trustee Krista Jiroutek

Library Staff: Director Janet McAllister

Visitors: Bob Tepatti, Marty Fairchild

Public Comment: Bob Tepatti, President of the Friends of the Rochester Library, shared the Friends concern regarding the delay of the expansion of the library and the increased operational costs the library has been experiencing. The library is running out of room and has limited space for programs and serving the community. The operational budget has not changed in 20 years and the library cannot continue to operate without making significant cuts.

Approval of Library Board Meeting Minutes:

- I. The regular 8/19/21 meeting minutes were reviewed. A motion was made by Kurtenbach with a second by Fairchild to approve the minutes; approved by acclamation.

Treasurer's Report/Approval of Bills:

- I. The treasurer's report and bills were reviewed. Two months into the year and still on budget.

- II. There will be equipment/furniture replacement of staff chairs falling apart.
- III. Motion to approve treasurer's report and bills for month ending Aug. 31, 2021 by Kurtenbach with a second by Jiroutek and approved by Sichlau, Deen, Kurtenbach, Jiroutek, Fairchild, Honomichl Lewis.

Unfinished Business:

ARPA Funds will require the library to be CIPA compliant. It will be tabled until the next meeting for more discussion.

Committee Reports:

I. Personnel Committee: Met on 9/14/21 to review and discuss an increase in a \$1.00 per hour wage increase for 3 patron service employees. Director McAllister had researched what other libraries are paying and Rochester is paying lower than the local area libraries. To be able to retain current employees and fill positions if they become open, the library needs to pay a higher hourly wage. This increase will be covered by the Illinois Humanities Grant the library received. A motion by Deen with a second by Honomichl Lewis to increase patron services wage by \$1.00 and covered by the Illinois Humanities Grant and approved by Fairchild, Deen, Honomichl Lewis, Jiroutek, Sichlau, and Kurtenbach.

II. Finance: Did not meet.

III. Joint Use: Met 8/19/21

--Community room scheduling was discussed; suggestion of having one person schedule @ 6 month intervals.

--Boy Scouts/Eagle Scout Project... Troop 58

\$2,000.00 for 20 signs for the holiday walk being done in the Park this year.

Library will supply the books and the maintenance.

--Fall Festival: Saturday, October 23, at 8-3 p.m. and Sunday, October 24, at 12-3

--Next Meeting Date: November 16, 2021 @ 3:00 p.m

IV. Building: Did not meet.

New Business

- I. Closing of the Library for the Fall Festival on 10/23/21--because all of the library staff will be working at the Fall Festival, it was proposed the library be closed on this day. A motion to have the library be closed on 10/23/21 for the Fall Festival by Deen with a second by Kurtenbach and passed by acclamation.
- II. CD maturity date- 9/20/21; the board reviewed current interest rates (which are very low) and discussed placing the CD short term into a money market for another quarter and review CD rates again. A motion by Honomichl Lewis with a second by Sichlau to place the CD money market account and revisit again next quarter and approved by Deen, Kurtenbach, Jiroutek, Sichlau, Honomichl Lewis, Deen, and Fairchild.

Other Business

None

Communications

News articles and letters shared. Halloween Book Boxes have been created with unique bookmarks.

Director's Report

- I. Received Per Capita Check for \$11,789.68
- II. The van wrap will be completed by the end of the month.
- III. Awarded Illinois Humanities COVID-19 Emergency Relief and Recovery Grant
- IV. 9 new vendors at the Farmers Market
- V. Teen volunteer training documents were created.

VI. Monthly Library Stats:
Check Outs: 5040
Door Count: 2454
Card Holders: 6075
New Patrons: 13
Computer Use: 194
Adult attendance: 34
Materials added: 146
Book Box Subscription: 17
Withdrawn: 516
Repairs: 35
Call # Changes: 16
Wish List: 3

Closed Session: None

Next Meeting Date: October 14, 2021@ 6:00 p.m.

Adjournment: With no additional items to discuss, a motion for adjournment at 7:22 p.m. by Deen with a second by Kurtenbach and passed by acclamation.

Elaine Honomichl Lewis, Secretary