

Rochester Public Library District Board of Trustees Meeting

1/8/26

6:00 p.m.

Meeting called to order: 6:00 p.m. by Vice President Bob Tepatti

Trustees present:

Vice President Bob Tepatti, Secretary Elaine Honomichl Lewis, Trustee Karen Johnson, Trustee Erich Schroeder, Trustee Melissa Roselle

Trustees absent: Trustee Jessica Ingold, President Sarah Deen

Library Staff: Director Janet McAllister

Public Comment: None

Approval of Library Board Meeting Minutes:

- A. The regular 12/11/25 minutes were reviewed
- B. A motion to approve the 12/11/25 regular meeting minutes by Schroeder with a second by Johnson; approved by acclamation.

Treasurer's Report/Approval of Bills:

- A. Bills and treasurer's report reviewed for month ending 12/31/25
- B. Budget is on track for FY 2025-2026
- C. Motion to approve treasurer's report and bills for months ending 12/31/25 by Roselle with a second by Schroeder ; approved by Roselle, Johnson, Tepatti, Schroeder, Honomichl Lewis.

Unfinished Business: None

Committee Reports:

- A. Personnel-meeting scheduled to meet 1/12/26
- B. Finance-did not meet
- C. Joint Use- scheduled to meet 2/3/26
- D. FOL Liaison-Friends meeting next week
- E. Ad-Hoc Building Committee-meeting 1/20/26

New Business:

- A. Illinois Public Library Per Capita report reviewed; motion to approve by Schroeder with a second by Roselle Illinois Public Library Per Capita Grant Expenditures Report and approved by Roselle, Johnson, Tepatti, Schroeder, Honomichl Lewis.
- B. Circulation Policy-reviewed policy; motion to approve updated circulation policy by Roselle with a second by Johnson and approved by acclamation.
- C. FY 2026-2027 Board Meeting Dates; reviewed and a motion to approve FY 2026-2027 Board meeting dates by Schroeder with a second by Roselle and approved by acclamation.
- D. FY 2026-2027 Library closing dates for holiday and staff training; reviewed and a motion to approve FY 2026-2027 Library closing dates for holiday and staff training by Johnson with a second by Honomichl Lewis and approved by acclamation.

Other Business:

Vice President Tepatti and Secretary Honomichl Lewis conducted a closed record review on 1/8/26; review to occur with the board during Feb. board meeting for review and approval.

Communications: Board members will be receiving email regarding economic interest between Feb. 2-May 1st ; should complete and submit.

Director's Report:

- A. The library will be changing from Comcast to CTI for internet service; there will be a cost savings with change.
- B. The library attorney will review the ethics committee procedures.
- C. Personnel policy updates to be completed for committee meeting
- D. Adult Services conducted 10 Library on Wheels deliveries and also visited Carriages and Rochester Estates for residents to check out books.
- E. 40 items collected for Mini O'Berine Crisis Nursery for Holiday Drive; 20 items collected for Forever Home Feline Ranch; Winter wear drive has collected 30 items so far.
- F. The Cabin Fever Program has 29 participants registered.
- G. Attendance at programs; Day Book Club (5); Adult 5 programs attendance (38); Youth 6 programs attendance (89); Teen 8 programs attendance (49) Family 6 programs attendance (190)
- H. Stats: Checkouts (3853); Door Count (2176); New patrons (7); Computer Use (161); Card holders (5626); Book a Librarian (2); Notary (5); Narcan (3) ; Live chat (3); Sublimation (3); Video Conversion (4); Book Box (33)

No Closed Session

Next Meeting Date: February 12, 2026

Adjournment: With no additional items to discuss, a motion for adjournment at 6:28 p.m. by Johnson with a second by Tepatti and passed by acclamation.

Elaine Honomichl Lewis, Secretary