

**Rochester Public Library District Board of Trustees Meeting  
January 12, 2017**

**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 David Hicks, Trustee Fred Roese, Trustee Elaine Honomichl Lewis

**Trustees absent:** None

**Library Staff:** Director Janet McAllister, Audrey Mock

**Visitors:** None

**Public Comment:** None

**Approval of Minutes:**

The Board reviewed the open and closed minutes of the December 8, 2016 meeting. Trustee Soerensen made a motion to approve the closed minutes as presented with a second by Trustee Fuller and the motion was approved by acclamation. Trustee Hicks made a motion to approve the open session minutes as presented with a second by Trustee Kerr-Herrmann and the motion was approved by acclamation.

**Treasurer's Report/Approval of Bills:** Trustee Soerensen presented the Treasurer's Report and Bills for the month of December. A motion was made by Trustee Boyce to approve the December Treasurer's Report and Approval of Bills as presented. The motion was seconded by Trustee Roese and carried seven to zero.

**Unfinished Business:**

**Building Plan:** Director McAllister stated Mr. Fred Schlipf, University of Illinois, Champaign asked to use the proposed expansion of the Library as a class project. The class will visit the Library to gather information and study the proposed expansion. Mr. Schlipf will meet with the Board after the project is completed. There will be no charge to the Library for Mr. Schlipf's report or services. Trustee Kerr-Herrmann made a motion to allow Mr. Schlipf and his students to complete, at no expense to the District, a study of the Library and the potential expansion. The motion was seconded by Trustee Fuller and carried unanimously.

**TIF:** Trustees Kerr-Herrmann and Boyce attended a January 3, 2017 Tax Increment Financing District I Joint Review Board Meeting. Trustee Kerr-Herrmann stated this was a procedural meeting to provide recommendations to establish the TIF District. Trustee Kerr-Herrmann requested from Mayor Armstrong and Mr. Steve Kline a draft of an intergovernmental agreement between the Village and the Library. The draft of the agreement has not been received. Trustee Kerr-Herrmann reminded Board members a Public Hearing is scheduled for January 30, 2017.

**Committee Reports:**

**Personnel Committee:** Trustees Kerr-Herrmann and Fuller met with Director McAllister to review her mid-year evaluation.

**Finance Committee:** No meeting

**Joint Use Committee:** No meeting

**Strategic Plan Committee:** No meeting

**New Business:**

**Candidates Forum:** Trustee Kerr-Herrmann stated Trustee Boyce filed the ballot for the April 4, 2017 General Election. Three seats are available for a four-year term and one seat is available to fill a two-year vacancy. Trustees Kerr-Herrmann and Roese filed petitions for the four-year term and Trustee Honomichl Lewis filed a petition for the two-year vacancy. Write in candidate petitions will be accepted through February 2, 2017. Director McAllister received a request from the Village asking the Library to host a Candidates Forum for the upcoming election. Trustee Hicks made a motion the Community Room be available should the Village decide to host a Candidates Forum. The motion was seconded by Trustee Boyce and carried unanimously.

**FOIA Policy:** Director McAllister presented the Freedom of Information Act Policy for review. Trustee Boyce recommended in Section I. F., the list of Board Members include all trustees. Trustee Kerr-Herrmann made a motion to adopt the amended FOIA Policy with a second by Trustee Soerensen. The motion carried by acclamation.

**Other Business:** Director McAllister stated January 10 due to high winds the Library experienced a power outage at 4:00 p.m. The Library remained open until 6:00 p.m. at which time the Director closed the Library. Director McAllister stated IDOT would conduct a press conference in the Community Room January 17 announcing the completion of the Route 29 Project. It is possible the Governor will attend the Press Conference. Trustee Hicks suggested using a larger font and the first name only on employee name badges.

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

**Director's Report:** Director McAllister stated a change has been implemented for delivering books to Wyndcrest Assisted Living Facility. 2016 Library statistics were reviewed.

**Next regular Meeting Date:** February 9, 2017

**Adjournment:** With no additional items to discuss Trustee Kerr-Herrmann made a motion to adjourn at 7:15 p.m. with a second by Trustee Boyce and passed by acclamation.

Bonnie Boyce, Secretary