

**Rochester Public Library District Board of Trustees Meeting**  
**5/9/24**  
**6:00 p.m.**

**Meeting called to order:** 6:00 p.m. by President Sarah Deen

**Trustees present:** President Sarah Deen, Treasurer Diana Fairchild, Secretary Elaine Honomichl Lewis, Trustee Erich Schroeder, Trustee Kimberly Kurtenbach

**Trustees absent:** Vice President Jessica Ingold, Trustee Bob Tepatti

**Visitors:** Marty Fairchild,

**Public Comment:** None

**Approval of Library Board Meeting Minutes:**

A. The regular 4/11/24 minutes were reviewed.

B. A motion was made by Kurtenbach with a second by Fairchild to approve the 4/11/24 minutes and approved by acclamation.

**Treasurer's Report/Approval of Bills:**

I. Bills and treasurer's report was reviewed for months ending 4/30/24; FY 2023-2024 Fiscal Year is on track. IRMF payment to occur on the last day of the month moving forward.

II. Motion to approve treasurer's report and bills for months ending 4/30/24 by Schroeder with a second by Kurtenbach and approved by Deen, Kurtenbach, Fairchild, Schroeder, and Honomichl Lewis.

**Unfinished Business:** None

**Committee Reports:**

I. Personnel: Did not meet.

II. Finance: Met on 4/23/24; 1st phase of budget completed; will meet on 5/13/24 to review initial operations figures for referendum.

III. Joint Use: Met on 4/29/24

a. Discussed the painting of the community room; color samples in June and Aug. painting and hanging of pictures and quilt;

b. Parking lot is in need of resurfacing and will be further discussed at next mtg; library does have budget money in special reserve;

c. Pictures and a quilt will be hung in the community room after it's painted.

IV. Building Committee: Met on 2/27/24 looked over revised plans

V. Finance Communication Ad Hoc Committee: Met on 5/1 to review current communications; once budget numbers/formula and information available, additional communication to be created.

VI. Membership Recruiting Ad Hoc Committee: Talking to, and organizing list of volunteers

**New Business:**

A. Non-resident Card Policy and Fee; reviewed—fee will be \$163; a motion to approve the non-resident card fee of \$163 by Kurtenbach with a second by Schroeder and approved by Deen, Kurtenbach, Fairchild, Schroeder, and Honomichl Lewis.

B. Board Meeting Dates: Reviewed; a motion by Deen with a second by Honomichl Lewis to approve the 2024-2025 board meeting dates and approved by acclamation.

C. Library Closure Dates: Reviewed; a motion by Kurtenbach with a second by Fairchild and approved by acclamation.

**Other Business-**None

**Communications:** Director McAllister is in Chicago presenting at the annual conference.

**Director's Report:**

- I. Met with bonds person
- II. Had a table at the RIS Carnival and the Central Illinois STEM Fair
- III. Presentation/panel discussion for LTC grant via Zoom for IHLS.
- IV. AARP tax clinic at the library completed 191 tax returns this season.
- V. National Library Week Giveaway was well received; 9 submissions and 2 winners for patrons to share their favorite library memory.
- VI. Tales and Travel focus was on Nigeria with 7 in attendance; the next country will be Poland.
- VII. April Blood Drive-7 donors
- VIII. Farmers market has 13 vendors signed up so far
- IX. Jacob is a member of the Cataloging Standards Committee; attended April 26.
- IV. Attendance at library programs-Toddler and Storytime & Baby Lapsit (144);RIS Carnival (214); STEM Fair (1064); EC1 (168) Cops for Kids (4); Teen programs (45); Outreach (196) Boys and Girls Club (40); Beginning Steps (31); Silverleaf(60); Day and Evening Book Club (10)

**Monthly Library Stats**

*Check Outs: 5081 Notary: 4  
Narcan: 10 Materials added: 93  
Teen attendance: 47 Repairs: 40  
Adult attendance: 77; Family Program Attendance: 1301  
Book a librarian: 3 Kids attendance 655  
Card Holders: 6238 Live Chat: 5  
Withdrawn: 20  
Cricut: 1 License renewal: 10  
Door Count:2995 Sublimation: 11  
New Patrons: 18 Computer Use: 246  
Wish List: 2 ; Narcan 2  
Book Box: 18*

**Next Meeting Date:** June 13, 2024 @ 6:00 p.m.

**Adjournment:** With no additional items to discuss, a motion for adjournment at 6:38 p.m. by Kurtenbach with a second by Deen and passed by acclamation.

Elaine Honomichl Lewis, Secretary