

Rochester Public Library District Board of Trustees Meeting
8/8/24
6:00 p.m.

Meeting called to order: 6:00 p.m. by Vice President Jessica Ingold

Trustees present:

Treasurer Diana Fairchild, Trustee Erich Schroeder, Trustee Bob Tepatti, Secretary Elaine Honomichl Lewis, Trustee Kimberly Kurtenbach, Vice President Jessica Ingold

Trustee absent: President Sarah Deen

Library Staff: Director Janet McAllister

Visitors: Marty Fairchild

Public Comment: None

Approval of Library Board Meeting Minutes:

- A. The regular 7/11/24 minutes were reviewed.; a motion was made to approve the 7/11/24 minutes by Fairchild with a second by Tepatti and approved with acclamation.
- B. The 7/11/24 closed meeting minutes were reviewed; a motion by Ingold with a second by Schroeder to approve the 7/11/24 closed minutes.
- C. Closed minutes review by Fairchild and Honomichl Lewis was completed on 8/1/24; a recommendation was made to have 1/11/24 and 7/11/24 minutes remain as closed. Board reviewed minutes and a motion by Ingold with a second by Kurtenbach to keep 1/11/23 and 7/11/24 minutes as closed; approved by acclamation.

Treasurer's Report/Approval of Bills:

- A. Bills and treasurer's report was reviewed for months ending 7/31/24; 1st month into fiscal year and is on track.
- B. Motion to approve treasurer's report and bills for months ending 7/31/24 by Kurtenbach with a second by Honomichl Lewis and approved by Kurtenbach, Fairchild, Tepatti, Ingold, and Schroeder, and Honomichl Lewis.

Unfinished Business: None

Committee Reports:

- A. Personnel—Met on 8/13/24 for Director's year-end evaluation
- B. Finance—Did not meet.
- C. Joint Use—Will meet on 8/12—Community room to be painted and Village is getting bids for the parking lot.
- D. Building Committee—visual boards are available for the proposed building expansion and will be available for viewing in the Library and at other events.

New Business

- A. Tentative B and A Ordinance #1; Tentative Combined Annual Budget and Appropriation Ordinance of the Rochester Public Library District for the Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025
 1. Review/discussion of the Tentative B and A Ordinance
 2. Motion by Tepatti with a second by Ingold to approve the Tentative Combined Annual Budget and Appropriation Ordinance of the Rochester Public Library District for the Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025 and approved by Kurtenbach, Ingold, Honomichl Lewis, Schroeder, Fairchild, Tepatti.
- B. Referendum Tax Ordinance
 1. An Ordinance providing for and requiring the submission of the proposition for an increase of the limiting rate of Rochester Public Library District of Sangamon and Christian Counties, Illinois to the voters of said District at the general election to be held on November 5,

- 2024 was reviewed.
2. A motion by Schroeder with a second by Tepatti to approve
An Ordinance providing for and requiring the submission of the proposition for an increase of the limiting rate of Rochester Public Library District of Sangamon and Christian Counties, Illinois to the voters of said District at the general election to be held on November 5, 2024 and approved by Fairchild, Tepatti, Kurtenbach, Ingold, Honomichl Lewis, Schroeder.

Other Business

Candidate packets were distributed for Library Board Trustees; earliest signatures can be gathered is Aug. 20 and filing Nov. 12-18.

Communications

- A. New interface "Aspen" and EBSCO soft launch by end of August
- B. Barcode duplicator for Interlibrary duplication will be arriving and barcoding of books/materials to begin
- C. Successful Farmers Market with 19 vendors and 15 children participating in the power of produce program
- D. Outreach to seniors—Library on Wheels and Carriage Crossing

Director's Report:

- A. Application submitted for PLA Digital Literacy Workshop Phase III
- B. Received two checks from the Friends of the Library to help pay expenses for wFarmer's Market and Fall Festival
- C. Posting of a part-time patron services position
- D. Book-a-Month on Saturday, for teens to begin
- E. Donations being accepted for the following organizations: Feline Ranch, Lions Club, Boys and Girls Club, Mini O' Beirne, Project Linus
- F. Share and Wear Community Rack was successful; next drive to begin will be Halloween costumes
- G. Attendance at library programs—Toddler Time (80) Storytime & Baby Lapsit (164) Movies (115) Foam Day (110) SR Finale (102) Teen Programs (50) Mystery Craft bags (103) Children programs (688) Day and Evening Book Clubs (12) Adult Summer Reading (21)

Monthly Library Stats

Check Outs: 6667

Narcas: 3 Materials added: 79

Teen attendance: 39 Repairs: 82

Adult attendance: 574

Book a librarian: 1 Kids attendance 678

Card Holders: 6280 Live Chat: 7

Withdrawn: 32

License renewal: 12

Door Count: 3673 Sublimation: 8 New Patrons: 23 Computer Use: 425

Wish List: 1 Cricut 4

Next Meeting Date: September 19, 2024 @ 6:00 p.m.

Adjournment: With no additional items to discuss, a motion for adjournment at 7:05 p.m. by Kurtenbach with a second by Ingold and passed by acclamation.

Elaine Honomichl Lewis, Secretary