

**Rochester Public Library District  
Board of Trustees Meeting  
Approved Minutes 02/13/2025  
(As Corrected)**

**Meeting called to order:** 6:00PM by President Sarah Deen

**Trustees present:** Sarah Deen, President; Bob Tepatti, Vice President; Trustee Erich Schroeder, Trustee Kimberly Kurtenbach, Trustee Jessica Ingold

**Trustees absent:** Elaine Honomichl-Lewis, Secretary

**Library Staff:** Janet McAllister, Director

**Visitors present** None

**Minute Taker:** In the absence of Secretary Elaine Honomichl-Lewis, President Deen asked Vice President Tepatti to take the minutes of the meeting.

**Approval of Library Board Meeting Minutes:**

- A. The regular meeting minutes of 01/09/2025 were reviewed
- B. The spelling of Kimberly Kurtenbach's last name was corrected from Kurtenback to Kurtenbach
- C. Motion made by Schroeder, Seconded by Kurtenbach to approve minutes of 01/09/2025 meeting-as corrected, passed by unanimous consent/acclamation

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

- a. Bills and Treasurer's report for the month ending 01/31/2025 were reviewed with the notation that legal expenses were more than 600% over budget due to FOIA request from AFP-Illinois. Additional expenses relating to this request are expected before the end of the current fiscal year and possibly early into the next fiscal year
- B. In the absence of an elected treasurer, the position remaining vacant following the death of Trustee Diana Fairchild, President Deen gave the Treasurer's report noting that she and Vice President Tepatti were overseeing that position until such time as a replacement Treasurer is elected.
- C. There were \$2,693.06 in receipts and \$49,989.69 in expenses
- D. Motion to approve the Treasurer's report made by Trustee Ingold with a second by Trustee Kurtenbach. Report unanimously approved by a roll call vote:
  - a. Voting yes, Deen, Tepatti, Schroeder, Kurtenbach, Ingold
  - b. Voting no, None

**New Signature Cards at local banks:**

With the approval of 01/09/2025 Minutes new signature cards will be needed at the two local banks.

**Committee Reports:**

- A. Personnel Committee did not meet
- B. Finance Committee
  - a. Met on 01/23/2025
  - b. Noted that YTD Legal Expenses were 629% over budget
  - c. Discussed adjustments that needed to be made
  - d. Vote on at 02/13/2025 RPLD Board Meeting
- C. Joint Use Committee did not meet

**Unfinished Business:** None

**New Business:**

- A. The Board reviewed the application of Karen Johnson to complete the remaining balance (now through June 2025) of the term of deceased Trustee Diana Fairchild
  - a. Following discussion, motion by Trustee Tepatti with a second by Trustee Ingold, to approve Karen Johnson's appointment to the RPLD board
  - b. The motion carried unanimously
- B. Mid-year budget adjustment
  - a. Move \$8,000 to Legal Expenses generated by the cancellation of half of the hotspots, Scribe, Keno, a reduction in hours
  - b. Move \$6,000 from Investment Accounts to Legal Expenses
  - c. Move \$6,000 from Lazer Ware to Legal Expenses
  - d. Move \$2,000 from Book Budget to Legal Expenses
    - i. Director McAllister will see if the Friends of the RPLD are willing to donate \$2,000 to the Book Budget
  - e. Total Funds being moved to Legal Expenses for the balance of the current Fiscal Year, \$22,000
  - f. Motion to approve the reallocation of budget funds made by Trustee Kurtenbach and seconded by Trustee Schroeder.
    - i. Following a Roll Call Vote, motion carried unanimously
- C. Movement of Funds from Bank and Trust to the Illinois Fund
  - a. President Deen noted that the Illinois Fund is consistently generating returns of between 4.00% to 4.50%
  - b. Funds with Bank and Trust generate returns of less than 1%, around 0.25%
  - c. The balance with Bank and Trust is approximately \$165,000
  - d. Motion to withdraw \$100,000 from Bank and Trust accounts and move to the Illinois Fund
    - i. Made by Trustee Kurtenbach and seconded by Trustee Schroeder
    - ii. Following a Roll Call Vote, motion carried unanimously
- D. No emails received announcing FOIA/OMA Training required of Trustees. Director McAllister advised that she will notify trustees by email once she is notified that training for the current year is available

**Communication:** Director McAllister shared articles about the library that had appeared in the Rochester Times

**Director's Report:**

- A. Frames of Equity Rural Art Exhibit
  - a. March 1<sup>st</sup> through March 15<sup>th</sup> at the Library
  - b. Special program March 5<sup>th</sup>, 5:00PM-6:30PM
  - c. Director McAllister will make the Rochester Schools Art Department aware of this
- B. Director McAllister is working with Ameren to update our LED Lights

- C. Trustees made aware that Sangamon County Statements of Economic Interest will be required once Trustees and emails are verified
- D. Made Trustees aware that a letter had been received from the Office of the Illinois Attorney General that an OMA Request for Review, filed by Americans for Prosperity-Illinois, related to the RPLD, had been reviewed and the file closed with no further action to be taken.
- E. Made Trustees aware that a letter had been received from the Office of the Illinois Attorney General that seeks additional information involving a FOIA request for Review filed by Americans for Prosperity-Illinois. The additional, requested information has been provided, including a redacted copy per the letter. The file remains open at present.

**Closed Session:** None

**Next Meeting:** March 13, 2024 @ 6:00PM

**Adjournment:** With no additional items to discuss, a motion for adjournment was called for by President Deen with a second by Trustee Ingold.

- A. Motion carried unanimously by voice vote
- B. 6:37PM, meeting adjourned

Bob Tepatti, Vice President for  
Elaine Honomichl-Lewis, Secretary