

Rockford Public Library
Policies & Services Committee
Tuesday, August 13, 2024
Boardroom, Main Library, 215 N. Wyman St.

MINUTES

Committee Members Present: Molly Brauns, Dennis Horton, and Janet Moore

Committee Members Absent: Colleen O'Brien

Staff Present: Lynn Stainbrook, Anne O'Keefe, Erin Stachowiak, Anthony Cortez, Andrew Fischer

1. Vice President Molly Brauns called the meeting to order at 12:05 pm.
2. Public Speakers: None
3. Library Statistics: Lynn Stainbrook provided the committee with attendance charts for all branches, classes and events counts and stats on collection size, checkouts, and turnovers through June of 2024. Discussion followed.
4. Staffing [Discussion]: Director of Human Resources, D'awnna Mims, provided a memo informing the committee that all open positions have been posted. Over 400 applications were processed for the Librarian Assistant position alone, and interviews had begun. Discussion followed.
5. Technology [Discussion]: Andrew Fischer, Senior IT Specialist, provided the committee with an extensive list of non-operating technology in the New Main. Mr. Fischer explained that IT was working with the contractors at least 2months prior to the grand opening to find solutions for the technology issues. The RPL IT department then invited all contractors that dealt with wireless door locks to a working meeting on August 3, 2024, to find a solution to this one issue. Only Pro Com attended. Mr. Fischer and Mr. Cortez suggested the committee bring in an independent contractor to provide RPL with an estimate regarding the functionality of the proposed technology system at the new main and the costs involved. Discussion followed.
6. Unfinished Business: none
7. New Business: Director Lynn Stainbrook discussed the customer service cards "How Are We Doing?" received in the on the of June. Discussion followed.

With no further business, the meeting was adjourned at 1:33 p.m.

The next regular meeting of this committee will be Tuesday, September 10, 2024, at 12:00 p.m. in the Boardroom, RPL Mian Library, 215 N. Wyman St.

Mary Pat Muzzarelli
Recorder