

**Rock Island Public Library Board Meeting Minutes**  
**Tuesday, August 15, 2023**  
**5:00 p.m.**  
***Rock Island Public Library – 2<sup>nd</sup> Floor, Downtown Library***

***Type of Meeting:*** Regularly Scheduled Board Meeting

***Meeting Facilitator:*** Jenni Swanson

***Invitees:*** Karen Phillips, Pat Mahar, Jo Noon, Deborah Freiburg, Elizabeth Russell, Jacki Nelson, Dr. Yolanda Grandberry Pugh, Eudell Watts, III; Sam Baugous, RIHS Teen Advisory Member; Angela Campbell, Library Director; Kathy Lelonek, Foundation Director; Lisa Lockheart, Publicity/Outreach Liaison

***Call to Order*** – 5:06pm

***Attendance*** – Jenni Swanson, Karen Phillips, Pat Mahar, Jo Noon, Deborah Freiburg, Elizabeth Russell, Dr. Yolanda Grandberry Pugh (5:12pm), Eudell Watts III; Sam Baugous, RIHS Teen Advisory Member; Angela Campbell, Library Director; Kathy Lelonek, Foundation Director; Lisa Lockheart, Publicity/Outreach Liaison.

***Absent*** – Jacki Nelson

***Public Comment*** – Foundation Director Lelonek introduced Maryam Alhamdan, a potential Rock Island High School senior who is interested in taking over as the Teen Advisory Member from the departing Sam Baugous.

***Minutes*** - Board member Russell made a motion to approve the minutes of the July 18, 2023, Board of Trustees meeting. Board member Phillips seconded. With no discussion, President Swanson took a voice vote and the motion passed.

***Board Education*** - Illinois Library Standards, *Serving Our Public 4.0*, chapters 11 & 12 were included in the packet. Director Campbell asked if there were any questions or comments. There were none.

***Correspondence*** - Library correspondence was discussed, including a “thank you” for checking out the bubble machine; a “thank you” to Director Campbell from Representative Eric Sorensen, a comment about the placement of the Watts-Midtown outdoor book return, and a thank you note about Anna’s excellent help.

## ***Committee Reports***

### ***Finance***

President Swanson made a motion to approve monthly bills for July in the amount of \$71,429.50. Board member Phillips seconded. With no further discussion, President Swanson took a roll call vote: 5 ayes – Phillips, Freiburg, Mahar, Noon, Watts III; 0 nays. Motion passes.

Director Campbell included a review document of the of 2<sup>nd</sup> Quarter Financial Reports. Board member Freiburg asked why so many line items were above/below midway projections. Director Campbell explained that many of the items had very small balances and were sometimes not needed until later in the year, such as shoes, electrical supplies, etc. She said that overall, the library was on track with spending.

President Swanson gave a recap of the August 11<sup>th</sup> meeting with the City Manager & Finance Director. The library is projected to have a deficit this year and next if gap funding from the City cannot be found. If that happens then the “assigned reserve” fund will be used to cover the deficit. The City does not officially approve the budget until December, so it could go down to the wire again on knowing our tax levy portion.

The Board was reminded that there is a Finance Committee meeting scheduled for August 25<sup>th</sup> at 11:30am at the Watts-Midtown Branch.

### ***Art & Facilities***

Committee Chair Mahar gave an overview of the Art & Facilities Committee that met prior to the Board meeting. The Downtown renovation project and the rotating curated art shows at Watts-Midtown have been tabled until January.

### ***Personnel & Policy***

Committee Chair Freiburg stated that it was a little early to discuss the Director’s evaluation, but that there were policies in need of review. A meeting was scheduled for September 8, at 3pm, at the Downtown Library. She also reiterated her condolences to Director Campbell’s recent losses.

### ***Planning & Community Relations***

Committee Chair Phillips reminded the Board that there is a meeting scheduled for September 7<sup>th</sup> at 5pm, to discuss the 120<sup>th</sup> Birthday party of the Downtown Library. For convenience, the meeting will be held at the Watts-Midtown Branch.

### ***Foundation***

Foundation Director Lelonek gave the following updates:

- The library’s portion of the Capital Campaign is down to \$332,000 owed. Foundation Director Lelonek will continue applying for grants to help decrease that number. The number has lowered considerably, thanks to an additional donation by the John Deere Foundation.

- The Foundation Board met for their regularly scheduled quarterly meeting on August 10, where they approved the purchase of a new iPad to be used for credit/debit transactions at the book sales.
- The August 12<sup>th</sup> BBQ Fundraiser by Eudell raised more than \$8,000 towards the Lorene Evans Watts Memorial Children’s Fund of the Foundation. Congratulations to everyone, and a big “thank you” to Pat for being the bartender! And of course, to Eudell and family for everything they did to bring the event to fruition.
- Publicity/Outreach Liaison Lockheart mentioned that the PALS Book Sale is going to try a 2-day sale in September. Be on the lookout for more info! Director Lelonek mentioned a huge “thank you” to Tari Weeks and her team of PALS for their dedication, and that they’ve already raised well over \$3,000!
- Foundation Director Lelonek stated that they were busy working on the November 4<sup>th</sup> capstone event for the 150<sup>th</sup> Anniversary of the Library. There will be music, food, and drink that evening at the Watts-Midtown Branch to Celebrate.
- Foundation Director Lelonek will be on vacation from August 16<sup>th</sup> – 27<sup>th</sup>.
- The next quarterly meeting of the Foundation is November 9, 2023 at 4pm, Downtown Library.

### ***Administrator Reports***

Director Campbell asked if there were any questions or comments about her report and statistics. Board member Phillips felt that statistics were down a bit for July, but up overall.

Milan Blackhawk Area Public Library District will be meeting for the following topics:

- Decennial Committee Meeting: August 24, at 3:30pm at Southwest Branch
- Regular Meeting: August 24, at 4pm at Southwest Branch

### ***Unfinished Business***

Director Campbell stated that the seller of the South Parking Lot is not acknowledging the signed agreement, and that City Attorney Lareau is communicating with the seller’s attorney on next steps.

### ***New Business***

Being there was no new business to discuss, Director Campbell indicated that the topics discussed at the Art & Facilities Committee meeting prior to the Board meeting would be placed under “New Business” on the next agenda, with the understanding that if no new information is brought forth, it could then be placed under “Old Business” so that it doesn’t drop off the radar.

### ***Information Sharing***

- Director Campbell explained that the Unique Management reports were still showing a profit, so the library is keeping with the company for this service.
- Publicity/Outreach Liaison Lockheart explained the Library Market library card penetration charts, which showed a gradual increase in cardholders, and a major increase in cardholders once the Watts-Midtown Branch was opened. The library is finally bouncing back from COVID with great penetration into households.

*\*Represents a potential voting item*

- Standing Committees List (shared at each meeting)

***\*Executive Session – Not needed.***

***Announcements***

- Next Board Meeting – September 19, 2023 at 5pm, Downtown Library
- Director Campbell announced that the RIHS Student Advisory Board member, Sam Baugous, is retiring from the Board. Publicity/Outreach Liaison put together a gift packet for his continued work on the Board. Everyone wished him the best to luck in his college endeavors at Augustana!
- Board member Dr. Grandberry Pugh announced that Rock Island High School is going to host another Career Day this year on October 17<sup>th</sup>. She wanted everyone to consider participating, and to spread the word.

***Adjournment***

Board member Phillips made a motion to adjourn. Board member Russell seconded. With no discussion, President Swanson took a voice vote and the motion passed. The meeting was adjourned at 5:47pm.

Respectfully submitted,  
Angela Campbell, Library Director