

Rock Island Public Library
Board of Trustees Meeting
February 19 2019

The Board of Trustees of the Rock Island Public Library met at 4:00 p.m. at the Rock Island Public Library, 2nd Floor, Director's Office, with Eudell Watts III, President, presiding.

Present: Pat Mahar, Elizabeth Russell, Karen Phillips, Virgil Mayberry, Holly Sparkman, Kevin Koski and Jacki Nelson (teleconferencing)

Also present were: Angela Campbell, Director; Kellie Kerns, Director Business Office & Facilities; Lisa Lockheart, PR/Outreach Liaison; Kathy Lelonek, RIPL Foundation Director

Absent: Nancy Coin

Call to Order: Eudell Watts III called the meeting to order.

Public Comment: None

The Board reviewed the January 15, 2019 minutes. There were no corrections. Eudell Watts III advised the minutes stand approved as written.

Board Education - The following was reviewed and discussed:

Library Trustee Forum Workshops:

The Illinois Library Association Library Trustee Forum will host its annual workshops on March 9 in Springfield and March 16 in Oak Brook. The workshops are designed to educate trustees on the ins-and-outs of their role and offer real-world solutions to issues affecting libraries. Whether you're a seasoned pro or a newbie, trustees at any level of their career will benefit from attending one of these workshops.

Per Capita FY20 Requirements:

Trustees' Requirement - Trustee Facts File - Chapter 11 Review

Trustees' Education Requirement - free online training focusing on organizational management

Trustees' Outreach Requirement - <https://dp.la/>

Trustees' Outreach Requirement - <http://www.idaillinois.org/>

Municipal Minute – FOIA Personal Devices

Municipal Minute – New Bills Affecting Local Governments

Legislative Update – Illinois Working Families Act

Correspondence: Was shared with the Board.

Finance:

The Board reviewed and discussed bills from January in the amount of \$82,756.51.

Kevin Koski made the motion to approve January bills as presented. Karen Phillips seconded. Motion carried on a recorded vote.

CY18 Financial Statements – were presented to the Board for review and discussion.

Buildings and Grounds:

30/31 Library Plumbing Work:

Virgil Mayberry made the motion to replace water heater and public restroom commode, and associated piping, using funds from the general operating budget. Elizabeth Russell seconded. Motion carried on a recorded vote 4 AYE 1 NAY.

Downtown Library HVAC Repair Work:

Kevin Koski made the motion to replace Downtown Mezzanine air handler coil and associated piping, using funds from the general operating budget. Elizabeth Russell seconded. Motion carried on a recorded vote.

Downtown Library Projects:

Abatement Survey and MidAmerican Energy Reports were presented to the Board for review and discussion.

Elizabeth Russell made the motion to not approve award of Downtown Library AV Upgrade Project to Tri-City Electric Co., in the amount of \$49,005.00, pending funding. Virgil Mayberry seconded.

Virgil Mayberry made a motion to not approve all proposed project recommendations under item #3, Downtown Library Projects, as indicated on the board meeting agenda. Elizabeth Russell seconded. Virgil Mayberry rescinded his initial motion due to a lack of a second.

Therefore, award of Downtown Library 2nd Floor Renovation Project to Valley Construction, in the amount of \$172,360(base \$152,230; contingency \$20,130), pending funding, was not approved.

Therefore, release of assigned reserve funds to be used for the Downtown Library AV Upgrade and 2nd Floor Renovation Projects, was not approved.

Therefore, a CY19 budget adjustment in the amount of \$350,000.00; thereby transferring monies from the Library's assigned reserve fund to the Library's revenue and expense general ledger accounts, was not approved.

Motion carried on a recorded vote for all items.

A meeting was scheduled for March 14 2019 @3:30 p.m. – for Guard & Lawn Care Services RFPs awards.

A MidAmerican Energy Audit was conducted at Southwest Library/Fire Station 2 on January 25 2019, as part of the City Sustainability Project. Updates about the project were provided to the Board.

Information about the City's 4th Avenue Concrete Project, north of the Downtown Library, was provided to the Board.

Personnel and Policy:

Director's Evaluation – Kevin Koski advised will be addressed in closed and then regular session.

A meeting was scheduled for March 14 2019 @3:00 p.m. – for Car Allowance Policy, Wage Act Amendment, and policies review.

Planning and Community Relations:

January 2019 Strategic Plan Community Forums – feedback was previously communicated to Board members.

Meetings may be scheduled in March and April if needed after community interest groups gather.

Art Committee:

Foundation Director is continuing to work to inventory art pieces.

Foundation:

Food for Thought Fundraiser is scheduled for April 11, 2019, from 6-8 p.m., at the Watch Tower Lodge, Blackhawk State Park.

Community Interest Group Forums have been scheduled and invites distributed for RSVPs.

Administrator's Report:

Department Updates – Angela Campbell provided the Board with the latest department updates and statistics, in a new format.

Milan Blackhawk – Next meeting was rescheduled to February 28, 2019, due to adverse weather.

Unfinished Business:

Long Range Buildings Study & Planning - updates: Angela Campbell provided the Board with the latest updates regarding community leadership sessions and is continuing to gather information for the March meeting.

Administration is continuing to gather information in regards to contracting with potential legal and appraisal firms for the sale of 30/31 Library. Administration will reach out the Foundation Board to gather more information and report at the March meeting.

Karen Phillips made the motion to approve the Annual Report of the Rock Island Public Library. Kevin Koski seconded. Motion carried on a recorded vote.

New Business:

Kevin Koski made the motion to approve determination of sealed closed session minutes. Karen Phillips seconded. All were in favor.

Kevin Koski made the motion to not approve releasing closed session minutes to the public. Karen Phillips seconded. All were in favor.

Pat Mahar made the motion to approve disposal of closed session minutes older than 18 months. Karen Phillips seconded. All were in favor.

Pat Mahar made the motion to approve Library surplus process as presented. Holly Sparkman seconded. Motion carried on a recorded vote.

Information Sharing - The following was presented to the Board:

Summer Survey Results

Lil' Free Libraries Report

Closed Session – Matters of Personnel – 5 ILCS 120/2c Exception 1, “Appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the public body.”

The Board came out of regular session at 5:11 p.m. Kevin Koski made the motion. Karen Phillips seconded. All were in favor.

The Board went into closed session at 5:18 p.m. Kevin Koski made the motion. Karen Phillips seconded. All were in favor.

The Board came out of closed session at 6:04 p.m. Kevin Koski made the motion. Elizabeth Russell seconded. All were in favor.

The Board went into regular session at 6:06 p.m. Kevin Koski made the motion. Karen Phillips seconded. All were in favor.

Kevin Koski made the motion to approve the Director’s annual pay for performance evaluation as presented, with adding a seventh goal of working with school libraries. Karen Phillips seconded. Motion carried on a recorded vote.

Announcements – The following was presented to the Board:

CED announced they will be conducting the annual rotation of sculptures; there will be new options for placement at Southwest Library coming soon.

Emily represented RIPL at the Quad Cities Women's March.

Community Interest Group gatherings will begin on Thursday at the First Baptist Church.

Board adjourned at 6:10 p.m.

The next regular meeting of the Rock Island Library Board of Trustees will be March 19, 2019, at 5:00 p.m.

Respectfully Submitted,

Kellie Kerns

Director - Business Office & Facilities