

Rock Island Public Library Board
Meeting Agenda

February 19 2019

4:00 p.m.

Downtown Library – 2nd Floor, Director’s Office

Type of Meeting: Monthly Board Meeting

Meeting Facilitator: Eudell Watts III

Invitees: Karen Phillips, Pat Mahar, Kevin Koski, Virgil Mayberry, Holly Sparkman, Elizabeth Russell; Nancy Coin, Jacki Nelson(teleconferencing)

- I. Call to order

- II. In Attendance

- III. Public Comment

- IV. Approval of minutes from January 15 2019

- V. Board Education:
 1. **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.
 2. **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/>
 3. **Municipal Minute – FOIA Personal Devices**
 4. **Municipal Minute – New Bills Affecting Local Governments**
 5. **Legislative Update – Illinois Working Families Act**

VI. Correspondence

VII. Finances and Board Member Reports

a) Finance - Kevin Koski

1. *Motion whether or not to approve monthly bills for January for a total of \$82,756.51. (RC)
2. Presentation of CY18 Financial Statements

b) Buildings and Grounds - Pat Mahar

1. **30/31 Library Plumbing Work:**

*Motion whether or not to replace water heater and public restroom commodes and associated piping, using funds from the general operating budget. (RC)

2. **Downtown Library HVAC Repair Work:**

*Motion whether or not to replace Downtown 1st Floor and Mezzanine air handler coil and associated piping, using funds from the general operating budget. (RC)

3. **Downtown Library Projects:**

Abatement Survey Report Review & Discussion

Downtown Energy Audit Report Review & Discussion

*Motion whether or not to approve award of Downtown Library AV Upgrade Project to Tri-City Electric Co., in the amount of \$49,005.00, pending funding. (RC)

*Motion whether or not to approve 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 (RC)

*Motion whether or not to approve release of assigned reserve funds to be used for the Downtown Library AV Upgrade and 2nd Floor Renovation Projects. (RC)

*Motion whether or not to approve 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. (RC)

4. Set Meeting – March 14 2019 @3:30 p.m. – Guard Services RFP award
5. MEC Audit at Southwest Library/Fire Station 2 – January 25 2019(City)
6. Downtown Library 4th Avenue Concrete Project – Spring 2019(City)

c) Personnel & Policy - Kevin Koski

1. *Motion whether to approve Library Director's pay for performance as presented. (RC)
2. Set meeting – Car Allowance and Wage Act Amendment

d) Planning & Community Relations - Nancy Coin

1. January 2019 Strategic Plan Community Forums – updates
2. Set meetings in March and April

e) Art Committee - Pat Mahar

RIPL Art Collection – updates

f) Foundation - Met February 14 2019
Food For Thought Fundraiser – April 11 2019 @4p.m.

VIII. Administrator Reports

a) Director's Report & Statistics

Statistical Reports format and presentation timeframe review and discussion.

b) Milan-Blackhawk Area Public Library District

Meetings – rescheduled due to adverse weather – February 28 2019; next regularly scheduled meeting April 25 2019

IX. Unfinished Business

a) *Long Range Buildings Planning – updates

b) Contracting with and cost of legal (if needed) and appraisal firms for the sale of 30/31 Library. (RC)

c) *Motion whether or not to approve the Annual Report of the Rock Island Public Library. (RC)

X. New Business

a) *Motion whether or not to approve determination of sealed closed session minutes.

b) *Motion whether or not to approve releasing closed session minutes to the public.

c) *Motion whether or not to approve disposal of closed session minutes older than 18 months.

d) *Motion whether or not to approve Library surplus as presented. (RC)

XI. Information Sharing

a) Summer Survey Results

b) Lil' Free Libraries Report

XII. *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” (RC)

XIII. Announcements

XIV. Adjournment

*Represents a voting item