

**Rock Island Public Library**  
**Board of Trustees Meeting Minutes**  
**November 19, 2019**

The Board of Trustees of the Rock Island Public Library met at the Rock Island Public Library, 2<sup>nd</sup> Floor, Director's Office, with Eudell Watts III, President, presiding.

**Call to Order:** Eudell Watts, III, called the meeting to order at 5:00pm.

**Attendance:**

Present: Jenni Swanson, Deborah Freiburg, Karen Phillips, Pat Mahar, Holly Sparkman, Elizabeth Russell, Jacki Nelson, and Kevin Koski

Also present were: Angela Campbell, Library Director; Lisa Lockheart, PR/Outreach Liaison; Kellie Kerns, Director – Business Office & Facilities; Larissa Pothoven, High School Student Board Member

**Public Comment:** Nothing to Report.

**Approval of Minutes:** The Board reviewed the October 15<sup>th</sup> meeting minutes. There were no corrections. Eudell Watts III advised the minutes stand approved as written.

Jenni Swanson joined the regular session at 5:10 p.m.

**Board Education:** Nothing to Report.

**Correspondence:** Was presented to the Board.

**Committee Reports:**

*Finance Committee*

Kevin Koski made the motion to approve the monthly bills for October for a total of \$113,698.17. Pat Mahar seconded. Motion carried on a recorded vote with 8 YAYs: Phillips, Sparkman, Freiburg, Nelson, Mahar, Koski, Swanson, and Russell; 0 ABSENT; 0 NAYs

Angela Campbell provided updates regarding the status of the CY20 budget presented to City Council on November 18<sup>th</sup>.

*Buildings & Grounds Committee*

Administration provided updates regarding the status of operational projects at Downtown and Southwest Libraries, as well as, the contract for Professional Security Guard Services.

### Personnel & Policy

Angela Campbell advised the Electronic Access Policy was reviewed by managers and shared with all staff meeting; no vote was necessary by the Board.

The annual process of evaluating the Library Director will begin with member copies due to Kevin Koski by January 8th. The Committee set a meeting for January 15<sup>th</sup> at 1:00 p.m. to review and set a recommendation for the January Board meeting.

### Planning & Community Relations

Holly Sparkman provided updates regarding the RIPL & RIPLF Social Gathering on November 14, 2019.

### Art Committee

Administration advised Kathy Lelonek continues to work on reframing project of important pieces.

### Foundation

Administration advised the Board approved a grant request to update audio visual equipment in the Downtown Library's community room at their November 14, 2019, meeting.

### **Administrator Reports:**

The Board was presented the Director's monthly report, included in the Board packet. No questions were asked. The Board was presented with the latest statistics and fielded questions.

### **Unfinished Business:**

Karen Phillips made the motion to go into closed session, for Matters of Property – 5 ILCS 120/2c Exception 6, "To consider the setting of a price for sale or lease of property owned by the public body". Jenni Swanson seconded. Motion carried on a recorded vote with 8 YAYs: Phillips, Swanson, Sparkman, Freiburg, Nelson, Mahar, Koski, and Russell; 0 ABSENT; 0 NAYs

The Board went out of regular session and into closed session at 5:53 p.m.

Karen Phillips made the motion to go into regular session. Elizabeth Russell seconded. Motion carried on recorded vote with 8 YAYs: Phillips, Swanson, Sparkman, Freiburg, Nelson, Mahar, Koski, and Russell; 0 ABSENT; 0 NAYs

The Board went out of closed session and into regular session at 6:00 p.m.

No vote or action was taken during the closed session.

Karen Phillips made the motion to approve proposal, from American Doll & Toy Museum, in the amount of \$211,000.00, for the purchase of property located at 3059 30th Street, Rock Island, IL. Jenni

Swanson seconded. Motion carried on recorded vote with 7 YAYs: Phillips, Swanson, Sparkman, Freiburg, Nelson, Koski, and Russell; 0 ABSENT; 0 NAYs; 1 ABSTAIN: Mahar

Angela Campbell advised the Board final door counts will be available at the January meeting in order to determine Library locations' future hours of operation.

The Board discussed their observations of the potential partnership feasibility forums, partnership with the YMCA (including the food service program), and RIFAC services.

Karen Phillips made the motion to approve the Nomination Report with Slate of Officers for 2020, which includes Eudell Watts III as President; Elizabeth Russell as Vice-President; Jacki Nelson as Secretary/Treasurer. Elizabeth Russell seconded. Motion carried on recorded vote with 8 YAYs: Phillips, Swanson, Sparkman, Freiburg, Nelson, Mahar, Koski, and Russell; 0 ABSENT; 0 NAYs.

The finalized wrap design for the Mobile Library was presented to the Board. Administration and staff are working on routes and hiring a new position, Mobile Library Delivery Aide. Testing and further training on the vehicle will occur in December. A ribbon-cutting event will occur at 2:30pm on January 7th, across the street from Earl Hanson. A soft opening will begin once 30/31 is closed, move a collection onto the vehicle, and have hired a driver.

#### **New Business:**

Board members discussed their availability of attending meetings during the winter months in order to determine if quorum standards would be met.

Holly Sparkman made the motion to approve disposal of surplus property as presented. Karen Phillips seconded. Motion carried on recorded vote with 8 YAYs: Phillips, Swanson, Sparkman, Freiburg, Nelson, Mahar, Koski, and Russell; 0 ABSENT; 0 NAYs.

#### **Information Sharing:**

- PrairieCat Users Group Day 2019 report
- Lil' Free Libraries Quarterly report

#### **Announcements:**

Pat Mahar announced a show on December 20<sup>th</sup> at Bucktown. Also, Pat Mahar advised Augustana has surplus flat files available. Angela Campbell announced the Pot Panel program was on November 12<sup>th</sup>. The annual financial report was submitted and accepted by the State. Tuneful Tuesday's program, due to a grant from the Hortsmanns, will be held December 3<sup>rd</sup>. Angela Campbell attended the Director's Leader Summit and shared highlights of the conference with the Board.

**Adjournment:**

Meeting adjourned at 6:33 p.m.

The next meeting of the Rock Island Public Library will be December 17, 2019, at 5:00 p.m.

Respectfully submitted,

Kellie Kerns

Director – Business Office & Facilities