

Rock Island Public Library Board Meeting Agenda
August 20 2019 5:00 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, Deborah Freiburg, Holly Sparkman, Elizabeth Russell, Jacki Nelson, Jenni Swanson; Larissa Pothoven, High School Student Board Member; Lisa Lockheart, RIPL; Kathy Lelonek, RIPLF

- I. Call to order
- II. Attendance
- III. Public Comment
 1. Rachel Reimink – RIPL Reference Librarian
 2. Enterprise Fleet Management
- IV. Approval of minutes from July 16 2019
- V. Board Education
- VI. Correspondence
- VII. Committee Reports
 - A) Finance - Kevin Koski
 1. *Motion whether or not to approve monthly bills for July for a total of \$81,341.61. (RC)
 2. CY20 Budget – updates
 - B) Buildings and Grounds - Pat Mahar
 1. Downtown Library - West Exit Lettering – updates
 2. *Downtown Library - Utility Fencing Installation Discussion
 3. *Southwest Library – Bushes Along North Parking Lot Request
 - C) Personnel & Policy - Kevin Koski
 1. Met – August 6 2019 @3pm – Policies Review and Recommendation

2. *Motion to approve list of policies as presented (RC):
Circulation Policy & all 5 appendices; Display Policy (Display Cases);
Displayed Art Policy; Disposal of Surplus Property Policy; Donations Policy;
Incident Reporting Policy; Library Card Registration Policy; Lost or Abandoned
Property Policy; Mileage Reimbursement Policy; Mobile Hotspot Policy;
Postings & Handouts Policy; Programming Policy; Security Camera Policy;
Staff Development Policy; Volunteer Application & Waiver Volunteer Policy
3. *Motion to approve Photography_Video Statement & Policy as presented.
4. Regularly Scheduled Board Meetings – Start time discussion

D) Planning & Community Relations – Holly Sparkman

1. Met – July 29 @3pm – Long Range Planning and Talking Points
Collaboration Agreement for Building Partnership
Closing of 30/31 Library
Mobile Library – funding
Communication and Messaging
2. RIPL & RIPLF Fall Social Gathering – November 14 2019 @5:30pm

E) Art Committee - Pat Mahar

1. Met – August 1 @4pm – Local Art Displays

F) Foundation – Kathy Lelonek

1. Met – August 8 @4pm – Updates

VIII. Administrator Reports

1. Director's Reports & Statistics
2. Milan-Blackhawk Area Public Library District – Met August 19 2019

IX. Unfinished Business

1. * Long Range Buildings Planning – updates
2. * Library Locations' Hours – and compiled door count - updates

X. New Business

1. *Motion whether or not to approve to proceed with entering into a lease agreement, pending a thorough positive inspection by Library staff and the City Fleet Department, for standard and mobile library vehicles assigned to the Library. (RC)
2. *Motion whether or not to approve disposal of surplus property as presented. (RC)

3. * Motion whether or not to approve closure of all RIPL locations for annual staff in-service February 27 2020.

XI. Information Sharing

- Master Agenda Items – updates
- RDA Book Certificates of Completion – Tech Services Staff
- Standing Committees – updates
- RIPL Centennial Business Award Ceremony – September 14 2019 Jacksonville, IL
- Lil’ Free Libraries Quarterly Report
- RIPL Board of Trustees Contact Sheet

XII. *Closed Session

XIII. Announcements

XIV. Adjournment

*Represents a voting item