

**Rock Island Public Library Board Meeting Minutes**  
**Tuesday, October 17, 2023**  
**5:00 p.m.**  
**Rock Island Public Library – 2<sup>nd</sup> Floor, Downtown Library**

Mission:

*The Rock Island Public Library makes our community stronger by connecting people to resources, services, events, and each other.*

**Call to Order:** Board President Swanson called the meeting to order at 5:00pm

**Attendance:** Jenni Swanson, Karen Phillips, Jo Noon, Deborah Freiburg, Elizabeth Russell, Jacki Nelson, Dr. Yolanda Grandberry Pugh, Eudell Watts, III; Angela Campbell, Library Director; Lisa Lockheart, Publicity/Outreach Liaison; Maryam Alhamdan, RIHS Student Advisor.

**Absent:** Trustee Pat Mahar; RIPL Foundation Director, Kathy Lelonek

**Public Comment:** None

**Approval of Minutes:** Trustee Elizabeth Russell made a motion to accept the September 19, 2023, minutes as presented. Trustee Eudell Watts III seconded. With no further discussion, President Swanson took a voice vote. All ayes, no nays. Motion carries.

**Board Education:** The Board completed the annual review of the Library Standards, as published by the Illinois Library Association. Director Campbell asked if there were any topics of interest for future meetings. There were no comments.

**Correspondence:** A letter from Dick Durbin and a patron comment form for Librarian Anna's service were included in the packet.

**Committee Reports:**

*Finance - Jenni Swanson*

Trustee Phillips made a motion to approve monthly bills for September in the amount of \$62,895.79. Trustee Russell seconded. With no further discussion, President Swanson took a recorded vote: 7 ayes: Phillips, Noon, Freiburg, Watts III, Grandberry Pugh, Russell, and Nelson., 0 nays, 1 absent: Mahar. Motion carries.

*Art & Facilities – Pat Mahar*

No meeting, no report.

*Personnel & Policy – Debbie Freiburg*

Trustee Freiburg said that she had emailed the committee about the upcoming evaluation for the Library Director. She added that if anyone needed help with the software, Angie Rassmussen in the City's HR

Department is terrific. She then solicited dates/times that would work for a committee meeting prior to the next Board meeting. Tuesday, November 14, at 2:30pm, at the Watts- Midtown Branch was the chosen date/time. It will be an executive session of the committee, and there will be another executive session during the November Board meeting so that the evaluation can be presented to Director Campbell.

Director Campbell gave a brief update on the work the management team has been doing with the reorganization of staff. The Labor-Management team met the previous week to discuss some pay grade changes. There will be a follow up meeting later this week to answer any questions. Any changes will begin after the first of the year.

#### *Planning & Community Relations – Karen Phillips*

Director Campbell reported that planning for the 120<sup>th</sup> Birthday Party for the Downtown Library was underway. Publicity Liaison Lockheart and Campbell will work on it with greater urgency once they return from the Illinois Library Association Conference next week. Trustee Phillips asked if there should be another meeting. Director Campbell said maybe, but that she will keep everyone posted.

#### **Foundation:**

Foundation Director Lelonek sent apologies that she could not make the meeting. She reminded everyone to register for the upcoming final fundraiser of the year – “Still Nifty @ 150th Capstone Event” November 4, 2023 @ 5:30pm, Watts-Midtown. You can pay on Eventbrite, or RSVP and pay at the door.

The next Foundation meeting is November 9, 2023 at 4pm, at the Downtown Library.

#### **Administrator Reports:**

Director Campbell asked if there were any questions about her written report and the statistics. Being none, she proceeded to update the Board on some very recent building items: The boiler that JCI installed did not have the right gas lines to run it. She and Kayla are currently working on the necessary paperwork to get the lines changed. With the most recent rain, the flat roof at the Downtown Library began leaking, as well as a window. The roof is still under warranty and the roofers had already been by to put caulk on it. The window will take a little more time to figure out. There is also a window at Southwest that is leaking, so it may need the same fix. The elevator flooring has been ordered and will be installed on November 10<sup>th</sup>.

#### **Unfinished Business:**

##### *South Parking Lot*

Director Campbell provided an update about the South Parking Lot. The Board voted to lease back two spots to the current owner once the property is sold, providing that the new City Attorney didn't have any issues with the lease document. Director Campbell met with the new City Attorney and sent her all the documents pertaining to the parking lot. She looked them over and gave her approval. Director Campbell signed the lease document and sent it along to the City Attorney as well as the seller's attorney. The Library is currently waiting on a bill of sale so that we can pay for it.

##### *Budget Discussion*

*\*Represents a potential voting item*

Director Campbell presented the Board with the most up-to-date projections. As we've learned in the past, the revenues can still change up through the two December City Council meetings. The Board reviewed the numbers and the capital improvement recommendations for funding the masonry work and bathroom remodels at the Downtown Library. Even with a deficit budget, these items should be able to be paid for out of the assigned reserve fund, keeping the 90-day reserves intact. Trustee Freiburg made a motion to approve the CY 2024 budget; Trustee Nelson seconded. With no further discussion, President Swanson took a recorded vote: 7 ayes: Phillips, Noon, Freiburg, Watts III, Grandberry Pugh, Russell, and Nelson., 0 nays, 1 absent: Mahar. Motion carries.

#### *Art Curation Project*

No updates from last meeting.

#### **New Business:**

Trustee Freiburg made a motion to approve the Library Director applying for the QC Chamber Leadership Cohort for 2024, using funds from the professional development line-item, if selected. Trustee Phillips seconded. The Board asked if this was in next year's budget, and Director Campbell said there was money in the professional development line-item to cover it. With no further discussion, President Swanson took a recorded vote: 7 ayes: Phillips, Noon, Freiburg, Watts III, Grandberry Pugh, Russell, and Nelson., 0 nays, 1 absent: Mahar. Motion carries.

#### **Information Sharing:**

- Unique Management Reports
- Standing Committees List (shared at each meeting)
- Updated Policy Spreadsheet
- Kathy Jones – MHFA Training Certificate

**Executive Session: Not needed.**

#### **Announcements:**

- Next Board Meeting – November 21, 2023 at 5pm, Downtown Library

#### **Adjournment:**

Trustee Phillips made a motion to adjourn. Trustee Russell seconded. With no further discussion, President Swanson took a voice vote. All ayes, no nays, motion carries. The meeting was adjourned at 5:42pm.

Respectfully Submitted by,  
Angela Campbell, Library Director

*\*Represents a potential voting item*