

Rock Island Public Library Board Meeting Minutes
August 17, 2021 at 5:00 PM
Downtown Library

Call to Order: President Eudell Watts III called the meeting to order at 5:00 PM.

Attendance: Elizabeth Russell, Karen Phillips, Pat Mahar, Deborah Freiburg, Jenni Swanson; Angela Campbell, Library Director; Kathy Lelonek, Foundation Director; Lisa Lockheart, Publicity/Outreach Liaison; Malachi Kohlwey, Business Office & Facilities Director.

Absent: Jacki Nelson, Dr. Yolanda Grandberry Pugh, Jo Noon.

Public Comment: The public had the opportunity to comment in-person, or email. No public comment was received.

Approval of Minutes: The board reviewed the minutes of the July 20, 2021, meeting. Without any additions or corrections, President Watts III advised the minutes be approved as written.

Board Education: None

Correspondence: Correspondence was included in the board packet.

Committee Reports:

Finance-

- Jenni Swanson presented the bills and made a motion to approve the July bills in the amount of \$270,222.12. Pat Mahar seconded. The Board engaged in discussion on the \$200,000 payment to JCI; Director Campbell advised that it was for the Library's ongoing HVAC project. Additionally, the board discussed a \$9,000 payment for "Library Ideas." Director Campbell advised that the payment was made for the Library's annual subscription to its music streaming service. President Watts took a recorded vote. 5 Ayes – Mahar, Freiburg, Nelson, Swanson, Russell; no nays. Motion carries on a recorded vote.

Buildings and Grounds-

- No report from this committee; Pat Mahar reminded the board of the committee meeting on September 9, 2021 at 4 PM.
 - o Director Campbell added that the meeting will include a review of the RFP's for upcoming vendor contracts.

- Facilities Director Kohlwey discussed the electrical fire at the Downtown Library on August 11, 2021. Advised that staff are working with JCI to put together a plan to better protect the Library from similar issues.

Personnel & Policy-

- No report from this committee; Debbie Freiburg reminded the board of the committee meeting on September 15, 2021 at 11 AM.
 - o Director Campbell added that the meeting will include a review of policies, succession plan, and disaster plan.

Planning & Community Relations-

- No report from this committee; Karen Phillips reminded the board of the committee meeting on September 30, 2021 at 4 PM.
 - o Director Campbell added that the meeting will include a review of the strategic plan and literacy plan.

Art Committee-

- No report from this committee.

Foundation:

Foundation Director – Kathy Lelonek reported:

- The capital campaign is currently at 7.36M, nearing the 7.8M goal.
 - o Up to 325 total donors!
- The next quarterly Foundation meeting is November 11, 2021 at 4 PM.

Administrator Reports:

- Director's Reports & Statistics – Director Campbell provided a detailed report and statistics in the Board Packet.
 - o Director Campbell discussed the creation of the 150th anniversary task force, the exceptional numbers for summer reading, and the Library's improving statistics.
 - The board gave praise for the Library's work to improve its statistics.
- Milan Blackhawk Area Public Library District – Director Campbell reported that the next meeting will be held on August 26, 2021, 4 PM, at the Southwest Branch Library. The Milan Board will have a Public Hearing on the year 2022-2023 Tentative Budget.

Unfinished Business:

- Elizabeth Russel motioned to allow library programming with fewer than 25 attendees in the library community spaces, beginning September 1, 2021, with a mask requirement. Karen Phillips seconded the motion. The board engaged in discussion on the type of programming that would be allowed and expressed concern for allowing children programming. After no further discussion, President Watts took a recorded vote. 4 Ayes – Mahar, Nelson, Swanson, Russell; 1 nay - Freiburg. Motion carries on a recorded vote.
- The board discussed the motion to allow public access to the 2nd floor Rotunda, beginning September 1, 2021; however, it was decided for the topic to remain under Unfinished Business and be revisited at the September board meeting.
- Facilities Director Kohlwey provided an update on the South Entrance Parking Lot. Oakwood Appraisals has provided an estimate of \$450.00 for the appraisal of the South Entrance Parking Lot. Per the July vote, the board will proceed with the appraisal of the parking lot.
- The board discussed the High School Advisory Board Member nominations and decided that the topic will remain under Unfinished Business and be revisited at the September board meeting.

New Business:

- Jenni Swanson motioned to approve the website contract. Pat Mahar seconded the motion. Director Campbell advised that listed in the board packet, an itemized list shows where the Library will be getting the funds for the project. Director Campbell added that the Library has used Library Market to oversee the online Library calendar for five years, with great results. After no further discussion, President Watts took a recorded vote. 5 Ayes - Russell, Phillips, Mahar, Freiburg, Swanson; no nays. Motion carries on a recorded vote.

Information Sharing:

- JCI Updates:
 - o Director Campbell advised that JCI will continue work after their staff is cleared of all COVID protocols.
- Shred Day Sponsorship:
 - o Director Campbell advised that the sponsor for the Shred Day will be the Gas & Electric Credit Union, and the event will be held on October 9, 2021 from 10 AM-12 PM at the Downtown Library.
- Revised Standing Committees List:
 - o Director Campbell revised the existing list.
- Jim Miller Donation:
 - o Public Relations Liaison Lockheart advised that a thank you letter has been sent out.
- Monthly Unique Management Reports

***Closed Session – Not Necessary**

Announcements:

- Director Campbell will be taking time off from August 30 to September 3, 2021.
- Pat Mahar's wife, Lisa, will be selling her art at the upcoming "Crafty Cat" art festival.

Adjournment – Without any further business, President Watts adjourned the meeting at 5:41 PM.

Respectfully submitted,

Malachi Kohlwey, Director of Business Office & Facilities