

Rock Island Public Library Board Meeting Minutes
Tuesday, December 17, 2024
5:00 p.m.
Rock Island Public Library – 2nd Floor, Downtown Library

Type of Meeting: Regularly Scheduled Board Meeting

Meeting Facilitator: Jenni Swanson

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

Attendance: Deborah Freiburg, Nick Hammond, Jacki Nelson, Jo Noon, Aleatha Quarles, Dr. Yolanda Grandberry Pugh, Elizabeth Russell, Eudell Watts, III; Angela Campbell, Library Director; Kayla Steffen, Business & Facilities Director; Kathy Lelonek, Foundation Director; Lisa Lockheart, Publicity & Outreach Liaison; Rob Bagous, HR Director

Absent: None.

Public Comment: None.

Approval of Minutes:

- Board of Trustees – November 19, 2024
- Art & Facilities Committee – November 19, 2024
- Personnel & Policy – December 6, 2024

Trustee Nelson made a motion to approve the minutes above. Freiburg seconded the motion. No discussion. President Swanson took a voice vote. All ayes, no nays, motion carries.

Board Education:

- The board expressed interest in iLEAD Opportunities. Director Campbell plans to schedule a demo presentation, ideally during a regular board meeting.

Correspondence:

- Thank You Jim
- Thank You Library Staff

The board reviewed and appreciated the correspondence. Foundation Director, Lelonek, also shared correspondence from E. Gifford Stack – a patron who borrowed a book in 1962 and forgot to return it. Stack sent a light-hearted apology letter and a \$500 check to pay for the fines.

Committee Reports:

Finance – Jenni Swanson

- President Swanson made a motion to approve monthly bills for November in the amount of \$43,423.13. Trustee Russell seconded. No discussion. President Swanson took a roll call vote. All ayes, no nays. Motion carries.
- The budget was approved at the city council meeting the previous evening. 8.15% more funding was approved for the library, as well as \$100,000 for the parking lot remodel. Trustee Watts questioned if the board would have an input in the parking lot design, and Director Campbell assured that they would.

Art & Facilities – Jacki Nelson

- CDBG Bathroom Remodel – New RFP due date of January 2nd

Personnel & Policy – Debbie Freiburg

- Director's Evaluation

Planning & Community Relations – Dr. Yolanda Grandberry Pugh

- The strategic plan is complete

Technology Ad-hoc Committee – Nick Hammond

- Meeting date is set for January 9th, 2025 at 3pm at Watts-Midtown
- Director Campbell will contact the relevant city employees to check their availability

Foundation Updates – Kathy Lelonek:

- Next Meeting: February 13, 2025 at 4:00pm at the Downtown Library
- The Letter of Intent for social worker funding was approved by United Way
- The funds from Leonard Boss's estate, in which the library was a beneficiary, will be unrestricted
- The 2024 booksales raised \$7,000!

Administrator Reports:

- Director's Report
 - Trustee Freiburg asked for more information regarding the crack in the wall at Watts-Midtown. Director Campbell reported that Valley Construction says it's not a structural issue, so it should not be expensive to repair. Business & Facilities Director, Steffen, will obtain a quote.
- Statistics
- Milan Blackhawk Area Public Library District
 - Next Regular Meeting – January 23, 2025 at 4pm at the Southwest Branch

Unfinished Business:

1. Art Curation Project – Director Campbell emailed Pat, a previous board member, for assistance in recruiting an art curator. The Art Dollars Grant is of interest to the board, as well as Carolyn Krueger, a popular local artist.

New Business

1. President Swanson made a motion to approve the GWI increase of 3% for non-affiliated staff. Trustee Freiburg seconded. Trustee Watts asked if the increase included UAW employees. HR Director, Bagous, reported that the increase aligns with the UAW GWI. President Swanson took a roll call vote. All ayes, no nays, motion passes.

2. President Swanson made a motion to relinquish \$306,352.71 of the unrestricted Davis Trust donation to the Rock Island Public Library Foundation for the purpose of paying off the Watts-Midtown project debt. Trustee Freiburg seconded. Discussion: The foundation's pledge still stands, and plans to pay in January. The library's portion will be paid. President Swanson took a roll call vote. All ayes, no nays. Motion passes.

3. Trustee Freiburg made a motion to approve revisions to the following policies. Trustee Noon seconded. No discussion. President Swanson took a roll call vote. All ayes, no nays. Motion passes.

- Behavior Policy
- Circulation Policy
- Circulation Policy Appendices
- Collection Development Policy
- Collection Development Appendices
- Meeting Room Policy
- Programming Policy
- Work Regulations Policy

4. President Swanson made a motion to approve the annual non-resident fee of \$128, calculated via the general mathematical formula, beginning January 1, 2025. Trustee Freiburg seconded. Discussion: This calculation only changes if the census data changes significantly. President Swanson took a roll call vote. All ayes, no nays. Motion carries.

5. President Swanson made a motion to approve the Library Director's evaluation and any related salary/benefit changes. Trustee Freiburg seconded. President Swanson took a roll call vote. No discussion. All ayes, no nays. Motion carries. *(Followed the executive session during the open meeting).*

Information Sharing:

- Board Contact Info & Terms
 - Trustee Watts's term expires in April. President Swanson and Trustee Freiburg plan to run again. The board was instructed to contact the mayor if they know someone interested in serving on the board.
- Board Standing Committees
- Unique Management Reports
- Non-Rock Island Cardholder Usage in October

- 10% of customers come to the library from another town. From an economic development lens, the library and the community would benefit from nearby food trucks, local shops, restaurants, etc. Director Campbell has more data to come, and it will be reported to the council.
- Winter weather spotter certification – Campbell
- Library Marketing and Communications Conference – Lockheart

Executive Sessions:

Trustee Freiburg made a motion to enter closed session, per 5 ILCS 120/2c Exception 1, Appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the public body, *and* per 5 ILCS 120/2(c) Exception 2, Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedule for one or more classes of employees at 5:29pm. Trustee Noon seconded. No discussion. President Swanson took a roll call vote. All ayes, no nays. Motion carried.

President Swanson made a motion to return to open session at 5:57pm. Trustee Freiburg seconded. President Swanson took a roll call vote. All ayes, no nays. Motion carried.

Announcements:

- Next Board Meeting – January 21, 2025 at 5pm, Downtown Library

Adjournment: President Swanson made a motion to adjourn the meeting at 5:57pm. Trustee Freiburg seconded. President Swanson took a voice vote. All ayes, no nays. Motion carried.

Respectfully submitted,

Kayla Steffen
Business & Facilities Director