

Rock Island Public Library Board Meeting Minutes

December 21, 2021

5:00 p.m.

Rock Island Public Library – 2nd Floor, Downtown Library & via Teleconference

Type of Meeting: Regularly Scheduled Board Meeting

Meeting Facilitator: Eudell Watts III

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

Attendance: Karen Phillips, Jo Noon, Pat Mahar, Deborah Freiburg, Elizabeth Russell, Jacki Nelson, Jenni Swanson, Dr. Yolanda Grandberry Pugh; Angela Campbell, Library Director; Lisa Lockheart, Publicity/Outreach Liaison; Malachi Kohlwey, Business Office & Facilities Director; Karrah Kuykendall, Reference Services Director; Sam Baugous, Rock Island High School Student.

Absent: Kathy Lelonek, Foundation Director.

Public Comment: Karrah Kuykendall officially takes over for Amy Sisul as the Reference Services Director on January 4, 2022 and took a moment to introduce herself to the board. Sam Baugous is interested in becoming a High School Advisory Board Member and took a moment to introduce himself to the board.

Approval of Minutes: The Board reviewed the meeting minutes of November 16, 2021. Without any additions or corrections, President Watts advised the minutes be approved as written.

Board Education: Director Campbell advised that other libraries are having issues with people coming in and filing lawsuits against them claiming that the library is circulating explicit content.

Correspondence:

- Patron Thank You for Family Craft Kits Email
- PCs for the People helps The Project of the Quad Cities Email
- Adopt-a-Family Thank You Email
 - Board Members commented that it is always nice to receive thank you letters. Director Campbell advised that the Adopt-a-Family gifts were delivered in time for the holidays.
- Community Comforts Drive Success Email

Committee Reports

Finance – Jenni Swanson

Jenni Swanson made a motion to approve monthly bills for November in the amount of \$ 40,102.61. Debbie Freiburg seconded. President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips,

Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried. Multiple members of the board praised Jenni Swanson and all the board members who stood up to speak on the Library's behalf at the December 13, 2021 City Council Meeting. Jenni Swanson advised that the City Council will have the \$100,000.00 Library budget transfer on the January 10, 2022 agenda. Additionally, the board discussed their support for the MLK center and its desire for both the Library and MLK center to receive needed funding.

Buildings and Grounds – Pat Mahar

Pat Mahar and Business Office & Facilities Director Kohlwey advised that the Building and Grounds Committee met on December 16, 2021 to discuss options/ways to pursue the South parking lot that is included as a later agenda item, the Watts Midtown Library construction plans and occupancy agreement, and the current timeline of the JCI project.

Personnel & Policy – Debbie Freiburg

Debbie Freiburg reported that all the members of the Personnel and Policy committee are currently working on Director Campbell's evaluation. Additionally, the Personnel & Policy committee agreed to set a meeting on January 5, 2022 at 1PM.

Planning & Community Relations – Karen Phillips

Karen Phillips and Director Campbell reported and passed out a finalized copy of the Library's CY 2022-2025 Strategic Plan. Multiple members of the board praised the staff's effort to put together such an outstanding plan. Director Campbell added that she will be presenting it to City Council in 2022 and would like to form connections between the Library's and the City's strategic plans.

Art – Pat Mahar

Pat Mahar proposed that the Library partner with amateur artists and/or children/schools in the area to show art exhibits at the Downtown Library. However, the Library's current COVID restrictions do not make it possible at this time, thus it will be brought up at a later date. Additionally, it was discussed that the Library's 150th Anniversary Committee will explore the possibility of including art into the year-long celebration at its next meeting.

Foundation – Kathy Lelonek

Director Campbell, provided an update on the Capital Campaign. The campaign is at 96.73% of its fundraising goal! The next meeting of the Foundation Board will be February 10, 2022 at 4pm at the Downtown Library.

Administrator Reports

Director's Reports & Statistics – Director Campbell asked if the board had any questions with the report or statistics. Karen Phillips asked about the decreased statistics in November and Director Campbell advised that the holidays generally negatively affect libraries statistics. Additionally, Karen acknowledged that the Library program statistics are doing really well!

Milan Blackhawk Area Public Library District

Director Campbell advised that the Milan Blackhawk Board is currently on break until its next meeting on January 27, 2022 at 4pm at the Southwest Library.

Unfinished Business

1. COVID Mitigation Efforts – Discussion/updates –Director Campbell advised that in January the City’s HR Team will be implementing any required federal vaccination mandates, which could include keeping records of employee vaccination status and weekly testing for those not vaccinated. Additionally, Director Campbell added that some collar county libraries are starting to ask patrons for proof of vaccination status. Multiple board members advised that we stay the course with the Library’s current COVID mitigation efforts. Director Campbell added that the board is still able to meet via Teleconference and that the COVID Mitigation Efforts agenda item will remain under Unfinished Business.
2. South Entrance Parking Lot – Pat Mahar suggested that a fifth option be added to the progressive list of options for purchase of the South Entrance Parking Lot. Further discussion ensued on the order and costs associated with each offer. Elizabeth Russell made a motion to approve the progressive list of five counter-offer options for the purchase of the South Entrance Parking Lot. Jo Noon seconded. After no further discussion, President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.
3. High School Advisory Board Members – The board asked Sam Baugous if he would like to serve as a High School Advisory Board Member and he agreed. Karen Phillips motioned to appoint Sam Baugous as a non-voting High School Advisory Board Member. Elizabeth Russell seconded. President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried. Director Campbell advised that the board would still like to have a Student Advisory Board Member from Alleman High School.
4. Library Budget – Director Campbell discussed that the Library budget is not balanced, but it is really close and advised that we move forward with the prior approved budget. Additionally, Jenni Swanson added that the City Council will be voting on completing a budget transfer of \$100,000.00 for both the Library and MLK center on January 13, 2022.

New Business

1. Pat Mahar made a motion to approve the Occupancy Agreement with the Two Rivers YMCA, with minor attorney modifications. Jacki Nelson seconded. The board discussed various sections of the Occupancy Agreement and Director Campbell answered questions/provided insight. After no further discussion, President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.
2. Elizabeth Russell made a motion to declare the SMART Board as surplus property, and approve recycling it at the Scott County Waste Facility. Debbie Freiburg seconded. Karen Phillips asked if the SMART Board could be repaired. Director Campbell advised that the Library has gone through all avenues to fix it and the last step is to send it back to the supplier for repair and due to the size and weight of the SMART Board, it is not feasible. After no further discussion,

President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.

3. Karen Phillips made a motion to approve the 2022 non-resident library card fee at \$125.00. Dr. Yolanda Grandberry Pugh seconded. Jenni Swanson asked how many non-resident library cards are used and Director Campbell advised that there are only a few non-resident library cards used per year. After no further discussion, President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.
4. Director Campbell advised that the City Council approved a 2.5% GWI for non-affiliated employees. Additionally, Director Campbell added that the union negotiated increase is 1%, so the board can choose which amount to approve. Debbie Freiburg made a motion to approve the 2022 GWI at 2.5% for non-affiliated library employees. Jo Noon seconded. After no further discussion, President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.
5. Karen Phillips made a motion to approve the 2022 Board Meeting Dates as the 3rd Tuesday of each month at 5PM at the Downtown Library. Jenni Swanson seconded. President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.
6. Elizabeth Russell made a motion to approve designating the Rock Island Public Library Foundation as the beneficiary of the Bobby E. Davis Trust, to be paid to the Rock Island Public Library as needed. Jenni Swanson seconded. Director Campbell advised that the Library received a letter which stated that the Library is listed as a ¼ of 86% recipient of the trust. President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.

Information Sharing

- List of 2022 Board Meeting Dates
- Unique Reports & Price Increase Email
 - Director Campbell advised that the Library will keep an eye on the rising cost to see if it still has a worthwhile return on investment.
- Director Campbell advised that there will be a follow-up labor management meeting on January 27, 2022 to discuss potential changes to library job descriptions.

***Closed Session – Not needed**

Announcements

- Dr. Yolanda Grandberry Pugh discussed a career day event at the Rock Island High School on March 30, 2022. The event has a goal of motivating and boosting the morale of the students at Rocky. If you know anyone who is interested please let Dr. Yolanda Grandberry Pugh know!
- Director Campbell announced that she will be on vacation from December 23rd – January 9th for a little rest and relaxation, but is always available via phone or email.

Adjournment – President Watts adjourned the meeting at 6:04pm.
Next meeting is Tuesday, January 18, at 5:00pm, on the 2nd Floor of the Downtown Library.

Respectfully submitted,
Malachi Kohlwey, Business Office & Facilities Director