

Rock Island Public Library Board Meeting Minutes
January 17, 2023
5:00 pm
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 5:00 pm.

Attendance: Karen Phillips, Elizabeth Russell (arrived at 5:02 pm), Jo Noon, Jenni Swanson (arrived at 5:05 pm), Deborah Freiburg, Jacki Nelson; Angela Campbell, Library Director; Lisa Lockheart, Publicity/Outreach Liaison; Malachi Kohlwey, Business Office & Facilities Director; Kathy Lelonek, Foundation Director; Sam Baugous, RIHS Teen Advisory Member

Absent: Dr. Yolanda Grandberry Pugh, Pat Mahar

Public Comment: Chonita Powell introduced herself; Chonita is the Director of a non-profit organization named, Leaders of Tomorrow. Chonita wanted to learn more about how board meetings operate. The Board welcomed Chonita to the meeting.

Approval of Minutes: The Board reviewed the meeting minutes of December 20, 2022. Without any additions or corrections, President Watts advised the minutes be approved as written.

Board Education: Director Campbell presented Chapter 1 of the *Serving Our Public IL Public Library Standards*. Director Campbell advised that the Library was meeting the vast majority of the core standards and asked if the Board had any questions regarding Chapter 1.

Correspondence: Director Campbell discussed the Fine Free “Thank you” email and is optimistic regarding the Library card sign-up stats for January in response to the beginning of Fine Free lending.

Committee Reports

Finance – Jenni Swanson

Jenni Swanson motioned to approve monthly bills for December in the amount of \$ 123,855.67. Karen Phillips seconded. After no further discussion, President Watts took a recorded vote: 6 ayes – Nelson, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried. Jenni Swanson asked about a payment to Builders Sales and Service, Director Campbell, and Facilities Director Kohlwey advised that the payment was for half of the acoustical fabric panels in the Watts-Midtown Community Room. The

Finance Committee set a meeting for Friday, February 3, 2023, at 11:00 am in the Downtown Libraries Community Room to plan for the February City Council budget presentation.

Buildings and Grounds – Pat Mahar

Facilities Director Kohlwey provided an update on the ongoing Watts-Midtown Library project. Additionally, Facilities Director Kohlwey advised that the property owner of the south parking lot has signed the purchase agreement for the lot; however, we are still waiting for the property owner to respond to our questions regarding paying for the property.

Personnel & Policy – Debbie Freiburg

No report from this committee.

Planning & Community Relations – Karen Phillips

No report from this committee.

Art – Pat Mahar

No report from this committee.

Foundation – Kathy Lelonek

Foundation Director Lelonek provided an update on the Capital Campaign. Additionally, Foundation Director Lelonek advised that she will be reaching out to all donors to discuss how they will be listed on the donor wall of the Watts-Midtown building. Additionally, Foundation Director Lelonek advised that the PALS group is doing very well; they have already raised almost \$1,000.00! The next meeting of the Foundation Board will be February 9, 2023, at 4:00 pm at the Downtown Library.

Administrator Reports

Director's Reports & Statistics – Director Campbell advised that the Fine Free lending began at the start of the new year and is going really well! Additionally, Director Campbell added that the catalytic converter for the Mobile Library was stolen and that staff is working on replacing it. Director Campbell asked if the Board had any questions. Karen Phillips added that she was happy with the continued increase in Library stats!

Milan Blackhawk Area Public Library District

Director Campbell advised that the next Milan Blackhawk Board meeting is on January 26, 2023, at 4:00 pm at the Southwest Library. Additionally, Director Campbell added that the Milan-Blackhawk election packets were submitted before the deadline. Director Campbell advised that the Milan-Blackhawk Board has an open position on the Board and asked if the Board members knew of any interested citizens that live in Milan or Blackhawk Township that would be interested in being on the Milan-Blackhawk Board.

Unfinished Business

1. Facilities Director Kohlwey provided an update on the South parking lot during the Building and Grounds committee discussion.

2. The Board decided to continue the Staff Bonus discussion at the February 3, 2023, Finance Committee meeting.

New Business

1. Elizabeth Russell motioned to appoint the members for the Nominating Committee for Board Officers. Jenni Swanson seconded. After no further discussion, President Watts took a recorded vote: 6 ayes – Nelson, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.
2. Karen Phillips motioned to approve the CY 2024 Statement of Fund Requirements for the “4-10 Report.” Director Campbell asked for the Board’s recommendation on the Libraries’ budgetary request for CY 2024. The Board advised that the Library needs to continue presenting a budget that accurately represents the Libraries’ needs. Additionally, the Board discussed better defining the restrictions on the Long-Term Building Fund. After no further discussion, President Watts took a recorded vote: 6 ayes – Nelson, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.
3. Elizabeth Russell approved the closing of the Downtown Library on February 14th through the 16th and potentially the 17th, if needed, for inside use by patrons to repair/upgrade the elevator. Director Campbell advised that curbside delivery will still be available Downtown along with the Southwest, Watts-Midtown, and Mobile Library. After no further discussion, President Watts took a recorded vote: 6 ayes – Nelson, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.

Information Sharing

- Unique Management Reports
- Staff Association Christmas Donation
 - Director Campbell advised that the Library staff graciously supported a Rock Island family with presents for Christmas!
- Annual Certification Receipt

***Closed Session – Not needed**

Announcements:

- Publicity/Outreach Liaison Lockheart advised that there is a Rock Island Unplugged event on Wednesday, January 18, 2023, at the Stern Center.

Adjournment – President Watts adjourned the meeting at 5:45 pm.

The next meeting is Tuesday, February 21, at 5:00 pm, on the 2nd Floor of the Downtown Library.

Respectfully submitted,
Malachi Kohlwey, Business Office & Facilities Director