

**Rock Island Public Library Board Meeting Minutes**  
**Tuesday, August 19, 2025**  
**5:00 p.m.**  
***Rock Island Public Library – 2<sup>nd</sup> Floor, Downtown Library***

**Type of Meeting:** Regularly Scheduled Board Meeting

**Meeting Facilitator:** Jenni Swanson

**Invitees:** Deborah Freiburg, Nick Hammond, Jacki Nelson, Jo Noon, Aleatha Quarles, Dr. Yolanda Grandberry Pugh, Elizabeth Russell, Shelly Johnson; Eudell Watts III (Emeritus Board Member); Angela Campbell, Library Director; Daniel Cuneo, Business & Facilities Director; Lisa Lockheart, Marketing Manager; Kathy Lelonek, Foundation Director.

- I. Call to Order: President Swanson called the meeting to order at 5 P.M.
- II. Attendance: Trustees Johnson and Grandberry-Pugh were absent; all other invitees in attendance
- III. Public Comment: None
- IV. Approval of Minutes
  - Board of Trustees – June 17, 2025
    - Trustee Noon motioned to approve the minutes of the June 17 RIPL Board of Trustees meeting. Trustee Nelson seconded. There was no discussion and the motion carried with all in favor.
  - Board of Trustees – July 15, 2025
    - Trustee Noon motioned to approve the minutes of the July 15 RIPL Board of Trustees meeting. Trustee Freiburg seconded. There was no discussion and the motion carried with all in favor.
  - Art & Facilities Committee – July 31, 2025
    - Trustee Russel motioned to approve the minutes of the July 31 meeting of the Arts & Facilities Committee. Trustee Quarles seconded. There was no discussion and the motion carried with all in favor.
  - Community & Planning Committee – August 12, 2025
    - Trustee Nelson motioned to approve the minutes of the August 12 meeting of the Community & Planning Committee. Trustee Quarles seconded. There was no discussion and the motion carried with all in favor.
- V. Board Education

The new Illinois Public Library Standards have arrived!

  - City Libraries Guide to Success: Director Campbell provided a brief overview of the new standards and suggested that a review of several of the standards would be a good project for the Community & Planning Committee. Several of said committee's members agreed. Director Campbell then asked if the Board members had any specific concerns. There were none.

- Access: Expanding on the above, Director Campbell commented that the wording of the new Public Library Standards left the RIPL in-between categories. Access was the most notable of these examples, she said. Unlike libraries like Moline, the RIPL could not expand to 7-day access because doing so would be financially untenable, which therefore directly impacts access according to the standards.

Trustee Russell said that she felt RIPL has made so many of their resources available online that it makes up for the lack of short Sunday operational hours—and the standards don't account for online accessibility.

- Advocacy: Director Campbell went over the advocacy standards with the Board members and said she saw no deficiencies at RIPL. The Board concurred.

#### VI. Correspondence

- Patron Comment: The Board was pleased to receive and read such positive comments from non-residents. They felt it was both validating and warming that patrons from outside of Rock Island could wander into the Downtown Library and have such a good experience.

#### VII. Committee Reports

##### A) Finance – Jenni Swanson

- \*Motion to approve monthly bills for July in the amount of \$55,812.15 (RC)
  - President Swanson motioned to approve the monthly bills in the amount stated. Trustee Russell seconded. There was no discussion and the motion carried after a roll call vote: all ayes; no nays.

##### B) Art & Facilities – Jacki Nelson

- CDBG Bathroom Remodel – Updates
  - Director Cuneo brought the Board up to speed on the timeline for finishing the lengthy remodel: The contractors' work nears completion and the new restrooms are on-track to be open to the public by the end of the month. He further walked the Board through some minor change orders that he felt would improve the longevity of the building and prevent damage to the structure far into the future.
- Trustee Nelson praised the second art exhibit at the Watts-Midtown Branch Library and said it went very well. Many other members agreed.

##### C) Personnel & Policy – Debbie Freiburg

- Trustee Freiburg asked for suggestions on the date and time for the committee to meet and review RIPL policies. Members were amenable to Director Campbell's schedule and ultimately selected September 4, 2025 at 3 P.M. in the Watts-Midtown Branch Library conference room.

##### D) Planning & Community Relations – Dr. Yolanda Grandberry Pugh

- Trustee Grandberry Pugh was absent. Trustee Russel—herself a Planning & Community Committee member—gave a brief recap of the meeting, noting that there would be more opportunity for discussion later, during Old Business.

E) Technology Ad-hoc Committee – Nick Hammond

- Trustee Hammond was happy to announce that Norm from City IT had installed the new hardware and that the Downtown Library WiFi was noticeably faster as a result. Director Campbell asked if the ad-hoc committee had additional plans or if they should be released until a suitable project was found. Trustee Hammond said that he had a list of potential projects to consider and would review them for the next meeting.

VIII. Foundation Updates – Kathy Lelonek

- Met on August 14<sup>th</sup>
  - Foundation President Lelonek said that Library Board President Swanson and Trustee Russell gave the Foundation Board members an overview of the Downtown Library Master Plan, which was met with excitement.

She then discussed Eudell Watts III's upcoming BBQ-themed fundraiser. The Foundation selected Iconic in the District, downtown Rock Island, because it shares access with Arts Alley. They're hoping to piggyback off of the pre-existing 2<sup>nd</sup> Saturday event that will be ongoing, as well as the "Voices of Visions" art exhibition next door. The fundraiser is scheduled for Saturday, October 11 from 12-4 P.M., and the Foundation is looking for many volunteers.

IX. Administrator Reports

- Director's Report
  - Director Campbell directed Library Board members to her monthly Director's Report in the Board Packet and asked if there were questions or clarifications needed. There were none.
- Statistics
  - Director Campbell then went over the seasonal statistics for the RIPL, saying that the numbers were phenomenal and it had been a great summer. She continued by noting that summer is the busiest season at the Library and can only be successful if the Library team is gelling. She's very proud of the current Library staff and their team effort.
- Milan Blackhawk Area Public Library District
  - Director Campbell explained where the MBAPLD Board was in their annual budgeting and referendum process. There was no further discussion.

X. Unfinished Business

1. Master Facilities Plan Updates

- a. Director Campbell gave a quick update on the Downtown Library Master Plan and passed around a draft of the final report from architects Cordigan Clark. There was a brief discussion on the cost of the Master Plan and the impact of time

and tariffs. Director Campbell explained that the cost would increase by roughly 7% per year based on those factors.

XI. New Business –

Strategic Plan Check-in:

Director Campbell walked the Board through the major categories of the RIPL's Strategic Plan. The Library is well ahead of projections, but she noted that the sustainability objectives have a considerably longer timetable, reaching as far as 2028. The Board had no questions.

\*Motion to approve closing all library locations quarterly (February, May, August, November) on the first Friday of the month in 2026 from 10-noon, for "First Friday Mini Meetups," to advance staff Trauma Informed Service training, per the strategic plan. (VV):

Trustee Freiburg motioned to approve closing all library locations quarterly (February, May, August, November) on the first Friday of the month in 2026 from 10-noon, for "First Friday Mini Meetups," to advance staff Trauma Informed Service training, per the strategic plan. Trustee Noon seconded. There was no discussion and the motion carried with all in favor.

\*Motion to approve Landmark Lawn Services in the amount of \$225 per service for lawn care at the Downtown Library and Southwest Branch. (RC):

Trustee Noon motioned to approve Landmark Lawn Services in the amount of \$225 per service for lawn care at the Downtown Library and Southwest Branch. Trustee Nelson seconded. There was no discussion and the motion carried after a roll call vote: all ayes; no nays.

\*Motion to approve FBG in the amount of \$997 monthly for janitorial services at the Southwest Branch. (RC)

Trustee Russell motioned to approve FBG in the amount of \$225 per service for cleaning services at the Southwest Branch. Trustee Freiburg seconded. There was no discussion and the motion carried after a roll call vote: all ayes; no nays.

\*Motion whether or not to approve Landmark Lawn Services in the amount of \$900 for Downtown and \$350 for Southwest, per call, for snow removal; and \$350 for Downtown and \$200 for Southwest, per call, for ice mitigation services.

President Swanson motioned to approve Landmark Lawn Services in the amount of \$900 for Downtown and \$350 for Southwest, per call, for snow removal; and \$350 for Downtown and \$200 for Southwest, per call, for ice mitigation services. Trustee Freiburg seconded. Trustee Noon asked for clarification on the per-service fee structure and whether or not the Library would owe the contractor money if their services weren't need because of mild winter. Director Cuneo explained that there were several stipulations in the contract that dictate when the contractor shall provide the listed services, and that the Library would not owe anything in the case no snow removal or ice mitigation was needed. Afterwards, the motion carried after a roll call vote: all ayes; no nays.

\*Motion to approve sending the Library Director to the Public Library Association Conference in Minneapolis, MN, in Spring 2026.

Trustee Freiburg motioned to approve sending the Library Director to the Public Library Association Conference in Minneapolis, MN, in Spring 2026. Trustee Quarles seconded. There was no discussion and the motion carried after a roll call vote: all ayes; no nays.

\*Motion to approve a budget adjustment, moving money from the assigned reserve fund to the library general fund to finalize payment for the restroom renovation project.

President Swanson motioned to approve a budget adjustment, moving money from the assigned reserve fund to the library general fund to finalize payment for the restroom renovation project. Trustee Russell seconded. President Swanson then asked how much the overage would be. Director Campbell answered that she only had speculative numbers at this point in time. Her best estimate was \$100K and asked Director Cuneo for his opinion. The latter agreed. The motion was then revised as NTE \$100K. There was no further discussion and the motion carried after a roll call vote: all ayes; no nays.

XII. Information Sharing

- Board Contact Info & Terms: No comments.
- Board Standing Committees: No comments.
- Unique Management Reports: No comments.
- Thank you to our summer intern, Meg!

Trustee Russell thanked Lisa Lockheart for her beautiful write-up as Lisa distributed copies of the new monthly Library newsletter.

XIII. Executive Session: Not needed.

XIV. Announcements

- Next Board Meeting – September 16, 2025 at 5pm, Downtown Library
- Budget meeting with City Manager & City Finance Team – August, 29 @ 11:00am
- Reminder that the Downtown Library will close at 5pm on August 29<sup>th</sup>, and all day on August 30<sup>th</sup> because of the Grand Prix Cart Races

XV. Adjournment:

Trustee Freiburg motioned to adjourn the meeting. Trustee Quarles seconded. There was no discussion and the motion carried. The meeting was adjourned at 5:46 P.M. with thanks to everyone for their time.

Respectfully submitted,  
Daniel Cuneo, Business & Facilities Director