

Rock Island Public Library Board Meeting Minutes
Tuesday, October 21, 2025 at 5:00 p.m.
Rock Island Public Library – 2nd Floor Community Room, 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, Shelley Johnson; Eudell Watts III (Emeritus Board Member); Angela Campbell, Library Director; Daniel Cuneo, Business & Facilities Director; Lisa Lockheart, Marketing Manager; Kathy Lelonek, Library Foundation Director.

- Board President, Jenni Swanson called the meeting to order at 5:00 p.m.

In Attendance: Trustees Deborah Freiburg, Nick Hammond, Jackie Nelson, Jo Noon, Aleatha Quarles, Elizabeth Russell, Shelley Johnson, and emeritus member Eudell Watts III. Also in attendance were Library Director Angela Campbell, Business & Facilities Director Daniel Cuneo, and Marketing Manager Lisa Lockheart.

Absent: Dr. Yolanda Grandberry-Pugh and Library Foundation Director Kathy Lelonek

Public Comment: None. Director Campbell took a moment to introduce the Board to the Library's new Director of Circulation, Janna Brackey.

Approval of Minutes:

Trustee Nelson moved to approve the minutes from the Board of Trustee meeting held on September 16, 2025. Trustee Noon seconded. There was no discussion. The minutes were approved via voice vote: all ayes; no nays.

President Swanson moved to approve the minutes from the Finance Committee meeting held on October 6, 2025. Trustee Freiburg seconded. There was no discussion. The minutes were approved via voice vote: all ayes; no nays.

Board Education: Illinois Public Library Standards

Director Campbell walked the Board through the IPLS for Finance & Budget. She noted that RIPL is doing very well overall. The Library follows all rules and regulations and has great internal controls. The long-term plan is simply to have a balanced budget. Beyond these points, reaching excellence per the standards would require independent auditing.

Correspondence:

The Board enjoyed reading a number of patron comments from National Library Card Sign-up Month. Members agree the comments were fun and overwhelmingly positive.

Finance Committee Report:

Board President Swanson motioned to approve the monthly bills for September, totaling \$54,293.30. Trustee Freiburg seconded. President Swanson asked for clarification on the World Book service contract, wondering if it was in fact the same World Book as the encyclopedias of everyone's childhood. Director Campbell confirmed they were one and the same. The bills were approved via roll call vote: all ayes; no nays.

Director Campbell and President Swanson together offered updates on the Finance Committee Meeting, as well as the CY2026 budget. President Swanson recapped where the Library's funding comes from: a line item on the tax bill as opposed to an allocation of the City's general fund. That sourcing makes the Library unique among City departments. Director Campbell then explained that the Library's CY2026 budget is balanced to the dollar, at least on paper. Contingencies may arise.

A review of the Quarterly Financial Statements had to be postponed due to limitations with the new finance software, Tyler. The City's Finance department is putting together a workaround, and Directors Campbell and Cuneo are confident the QFS will be available in some form for the November meeting.

Art & Facilities Committee Report:

Director Cuneo gave an update on the first floor restroom remodel. The Library has experienced significant delays from Valley Construction and is generally displeased with their handling of the project. Scheduling and oversight of subcontractors and low-level staff has been an ongoing issue, and both RIPL and the City are irritated by the lack of craftsmanship on the project.

Jeff Laxton, Nichole Mata, and Director Cuneo had an all-hands meeting with Valley's PM Scott Illingsworth and representatives from both Crawford (HVAC) and JCI to discuss continued negligence initially disconnecting and, now, reconnecting the Downtown Library's HVAC system in the new bathrooms. Valley was given a hard deadline of Friday, November 7 to complete all work on the bathrooms.

External deadbolts—which were not originally in the Scope of Work—are due to be installed by Al Door before the end of the month.

Jeff Laxton has paused all construction bids until the Library's restrooms are complete, to avoid further contractor issues. This likely means that the Children's Room restroom will have to wait until the new calendar year to be done, although Director Campbell believes she will be able to roll forward the \$30,000 in CDBG money allocated to the project.

Trustee Noon then asked Daniel to explain the curb box issue at the Downtown Library. He said that the Library had been working with the City to locate the Library's curb box (for main water shutoff,) and that, after months of back and forth, he thinks they found it. The remaining problem is that the City appears to have poured the new sidewalk (along 4th Avenue) over the curb box.

Public Works will need to jackhammer through to expose the box so that Ragan Mechanical can raise it to street height for future use and emergencies. However, PW is reluctant at the moment and wanted to do some diligence work on their side. Pat O'Brien said he was looking into it and would get back to Director Cuneo.

Personnel & Policy Committee Report:

Trustee Freiburg announced that the forms for Director Campbell's evaluation is live. The goal is to have it completed by November 18. There will be a closed pre-meeting with Director Campbell that day at 4:30 A.M.

Planning & Community Relations Committee Report:

Dr. Grandberry-Pugh was absent. Marketing Manager Lisa Lockheart offered Board members copies of the November newsletter and was excited that the Library has a number of high profile events upcoming.

Technology Ad-Hoc Committee Report:

Trustee Hammond had no new updates on the color printing and faxing at Southwest Library.

Library Foundation Updates:

Foundation Director Lelonek was on vacation but sent a written report:

Eudell's BBQ raised \$7,000 and we had over 250 people walk through Arts Alley that day! Eudell said it was the happiest crowd he has fed for ages, Library staff was good natured, Dave Phillips at Icon's let us use his space for free, and Jack Cullen was easy to work with [...] Dan Gleason lent us his speaker and microphone so it was a truly collaborative event. It was also awesome that John Phillips shared his guitar with Chris Dunn [...] Also, Lisa outdid herself with getting us publicity!

Birdies for Charity proceeds were \$7,500 including the 9% bonus.

The next PALS Book Sale is October 24th & 25th from 10:00 A.M. - 1 P.M.

Director's Report & Statistics:

Director Campbell discussed end-of-year budgeting challenges, scheduling of events for next year, and highlighted statistics. Currently, RIPL has over 18,000 cardholders, which is roughly ½ of the community—an outstanding achievement.

Milan-Blackhawk Area Public Library District:

The next regular meeting is scheduled for January 22, 2026 @ 4 p.m. at the Southwest branch.

Unfinished Business:

Director Campbell said that the Downtown Library Master Facilities Plan is now complete and the Library will now begin working with the Library Foundation on a funding outlook.

New Business:

Trustee Freiburg motioned to approve the closing of the Watts-Midtown Branch at 6:00 P.M. on Wednesday, November 26, 2025. Trustee Nelson seconded. There was no discussion and the motion passed via voice vote: all ayes; no nays.

President Swanson motioned to submit the balanced budget as approved by the City Manager. Trustee Hammond seconded. There was no discussion. The motion passed via roll call vote: all ayes; no nays.

President Swanson also motioned to accept the estimate of \$4,037.26 from Global Security Services to retrofit two interior doors to the key fob system. Trustee Hammond seconded. He then shared some concerns over the cost listed in the estimate, based on his personal experience installing similar systems in Chicago high-rise buildings. President Swanson noted the proposal before the Board was a Not-to-Exceed quote, and Director Cuneo promised to forward Trustee's questions to the contractor. There was no further discussion and the motion passed via roll call vote: all ayes; no nays.

Information Sharing:

- Board Contact Information & Terms
- Board Standing Committees
- Unique Management Reports
- Updated Policy List
- In-Service Evaluations

Executive Session: Not needed

Announcements:

Next Board Meeting - November 18, 2025 at 5 p.m., Downtown Library

With no further business, President Swanson motioned to adjourn the meeting. Trustee Russell seconded, and the motion passed with all in favor.

Respectfully submitted,
Daniel Cuneo
Business & Facilities Director

