

Rock Island Public Library
Board of Trustees Meeting
August 16 2016

The Board of Trustees of the Rock Island Public Library met at 3:15 p.m. at the Rock Island Public Library, 2nd Floor, Director's Office, with Kevin Koski, President, presiding.

Present: Cynthia Lukasik, Eudell Watts III, Michael Avgenackis, and Karen Phillips

Also present were: Angela Campbell, Director; Kellie Kerns, Director Business Office and Facilities; Kathy Lelonek, Foundation Director; Lisa Lockheart, PR Liaison.

Absent: Jessica Matherly, Virgil Mayberry, Pat Mahar, and Nancy Coin

Call to Order: Kevin Koski called the meeting to order.

Public Comment: None

The Board reviewed the July 19, 2016 minutes. There were no corrections. Kevin Koski advised the minutes stand approved as written. All were in favor.

Board Education: None

Correspondence: Patron comments and thank you notes were presented to the Board.

The Board reviewed and discussed bills from July in the amount of \$91,622.27.

Michael Avgenackis made the motion to approve July bills as presented. Cynthia Lukasik seconded. Motion carried on a recorded vote.

Quarterly financial statements were presented to the Board.

Building and Grounds: Main Library security camera installation updates were presented to the Board. RFPs for snow removal will be recommended for approval at the September meeting, and janitorial at the October meeting.

Personnel and Policy: Met August 4' 2016.

Recommendation to approve RIPL Disaster Plan as presented. Karen Phillips made the motion. Cynthia Lukasik seconded. All were in favor.

Recommendation to approve policy statements for displayed art, donations, small meeting room as presented. Karen Phillips made the motion. Cynthia Lukasik seconded. All were in favor.

Recommendation to approve security camera policy as presented. Karen Phillips made the motion. Cynthia Lukasik seconded. All were in favor.

Personnel review was held in closed session.

Planning and Community Relations: Set a committee meeting for September 13, 2016, at 3 p.m., to review Fundraising Study RFP and interview schedules.

Art Committee: Recommendation to approve to donate two works from Greg Dickinson for the Food for Thought Fundraiser auction with the added stipulation that if the artist is not in agreement, the works will be returned.

Karen Phillips made the motion to approve as presented. Cynthia Lukasik seconded. All were in favor.

The Rowen donation agenda item will move to unfinished business as it will be included in the art appraisal.

Foundation: Birdies for Charity contributions are up from last year. Grant request approval process was discussed. The Food for Thought Fundraiser, "Grow Your Love of Reading", will be November 10, 2016, from 5-7:30 p.m.

Administrator's Report:

Department Updates – Angela Campbell provided the Board with the latest department updates, and available statistics. Statistics are the most accurate as can be due to the ILS migration. The first CY17 budget meeting occurred which included comparisons to Moline Public Library.

Milan Blackhawk – Met July 25, 2016. Milan Blackhawk's requirements included tentative budget/tax levy, prevailing wage, set meeting dates for CY17, and receipts and disbursements statement.

Unfinished Business:

Budget Review - updates: Budget numbers for CY17 were reviewed by City budget team. The Library's revised deficit was reviewed and options to balance the budget were discussed. The Board Finance Committee will set a meeting at the September Board meeting.

Milan Blackhawk Contractual Agreement FY17-20 – updates: The Milan Blackhawk Board approved the Agreement FY17-20.

Fundraising RFQ – updates: The bid was opened to vendors and is due September 2, 2016.

Master Plan Addendum Designs & Cost Estimates – updates: The final draft is complete and all parts approved.

New Business:

Recommendation to not open closed session minutes for public viewing.

Eudell Watts III made the motion to approve as presented. Michael Avgenackis seconded. All were in favor.

Recommendation to approve purge items ownership as presented.

Karen Phillips made the motion to approve as presented. Cynthia Lukasik seconded. Vote carried on a recorded vote.

Create Purge Policy: Angela Campbell will work on a draft policy for Committee review and recommendation before the March 2017 Board meeting. This will allow for a more formal process when we do the annual purge in April.

Mileage Reimbursement Policy discussion: The Board reviewed and chose to keep the policy as is; staff will be required to submit reimbursement forms on a quarterly basis.

Information Sharing:

Best Wishes Michael Avgenackis! We wish you well and thank you for your service!

Board adjourned at 4:43 p.m.

The next meeting of the Rock Island Library Board of Trustees will be September 20, 2016, at 3:00 p.m.

Respectfully Submitted,

Kellie Kerns

Director - Business Office & Facilities