

**Rock Island Public Library Board Meeting Minutes**  
**August 18, 2020 - 5:00 p.m.**  
***Rock Island Public Library – 2<sup>nd</sup> Floor, Downtown Library***

Type of Meeting: Regularly Scheduled Board Meeting (Teleconference Option)

**Call to Order:** Eudell Watts III called the meeting to order at 5:00 p.m.

**Attendance:** Karen Phillips (teleconference), Pat Mahar, Jo Noon, Deborah Freiburg, Holly Sparkman (teleconference), Elizabeth Russell (teleconference), Jacki Nelson, Jenni Swanson; Kathy Lelonek (RIPL Foundation Director) and Angela Campbell (RIPL Library Director).

**Public Comment:** The public had the opportunity to comment in-person, via teleconference or phone, or via email. No public comment was received.

**Approval of Minutes:** The Board reviewed the minutes of the July 21, 2020, meeting. Without any additions or corrections, President Watts III advised the minutes be approved as written.

**Board Education:** Director Campbell presented chapters 3 and 4 of the new *Serving Our Public 4.0: Illinois Public Library Standards* book released by the Illinois Library Association. The Board did not have any specific questions and felt that the RIPL was doing a good job in these categories. Director Campbell added that she felt Chapter 4 (Access) could use some work, and would like to hold a Buildings & Grounds Committee Meeting to discuss the chapter in further detail.

**Correspondence:** None received.

**Committee Reports**

***Finance***

Jenni Swanson made a motion to approve monthly bills for July for \$66,870.30. Jacki Nelson seconded. Karen Phillips asked for clarification of a billing description. President Watts III took a recorded vote: 7 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, and Swanson; 1 Abstention, Russell; and 0 Nays. Motion passes.

Committee Chair, Jenni Swanson, provided updates from the Finance Committee Meeting. Debbie Freiburg made a motion to approve submitting the proposed budget, with minor modifications, using reserve funds to make up for any budget deficits. Pat Mahar seconded. Director Campbell said the presented budget includes \$50,000, in case the library needs to pay a portion of the HVAC upgrades. Other changes will be minor, and is usually caused by personnel changes. Director Campbell also mentioned that even through this deficit budget is being submitted, the Library will more than likely not

spend all of the money. As Committee Chair Swanson pointed out, it is a living document. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Russell, Phillips, Nelson, Mahar, and Swanson; 0 Nays. Motion passes.

### ***Buildings and Grounds***

Committee Chair, Pat Mahar, had no report since the Committee has not met in a while. Director Campbell concurred that there had been no reason to meet. However, the group will need to set a meeting in the near future to talk about Chapter 4 of the standards.

### ***Personnel & Policy***

Committee Chair, Debbie Freiburg, provided updates from the Personnel & Policy Committee Meeting.

Debbie Freiburg made the motion to approve the recommended minor policy revisions. Karen Phillips seconded. Chairperson Freiburg pointed out that most of the changes involved removing mention of 30/31, and adding verbiage for the Mobile Library. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Russell, Phillips, Nelson, Mahar, and Swanson; 0 Nays. Motion passes.

Debbie Freiburg made the motion to approve the change from “Adverse Weather Policy” to “Emergency Closing Policy,” and accompanying procedures. Jacki Nelson seconded. There was no discussion.

President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Russell, Phillips, Nelson, Mahar, and Swanson; 0 Nays. Motion passes.

### ***Planning & Community Relations***

Committee Chair, Holly Sparkman, reported that the August 12<sup>th</sup> meeting was cancelled, due to the power outage/storm damage. The Committee rescheduled the meeting for Thursday, September 10, at 2pm.

### ***Art Committee***

Committee Chair, Pat Mahar, deferred to RIPL Foundation Director, Kathy Lelonek, regarding the numerous art projects happening. Director Lelonek reported that she will coordinate the reinstallation of the large Jasper piece in the Community Room, and inquire about the other two pieces that are currently being restored.

### **Foundation**

RIPL Foundation Director Lelonek reported that the Birdies for Charity results are not yet available, but the Foundation did receive quite a few donations, similar to previous years.

The Foundation Executive Board met on July 31, 2020. Director Lelonek explained the meeting was to discuss a potential upcoming pledge to the capital campaign.

The quarterly Foundation Board meeting for August 12, 2020, was postponed due to the weather event. The meeting will be made up on Wednesday, August 19, 2020.

### **Administrator Reports**

Director Campbell provided a comprehensive report and statistics in the packet. Karen Phillips was excited to see the unique children's storytimes being offered.

Director Campbell reported that the next meeting of the Milan-Blackhawk Area Public Library District will be on August 27, at 4pm. They will be holding their public hearing for the 2021-2022 budget. If that passes, then they will meet in September to pass the Levy Ordinance and the Annual Financial Report. Afterwards, they will be on hiatus until January.

### **Unfinished Business**

Director Campbell provided updates about long-range planning components. The sale of 30/31 is officially over, and the building is now legally the property of the American Doll and Toy Museum.

The YMCA Partnership/Capital Campaign is still on a brief pause, but funding opportunities are now available, so the cabinet will be discussing moving forward in the near future.

As Director Campbell explained, the Library is still operating in Phase III of their reopening plan. Although she expressed interest in moving to Phase IV, which would include increased hours, in-person programs, seating, and more computer usage, she does not feel this is the time to encourage patrons to stay in the library for long periods of time. The Board discussed this and agreed that the library should remain in their Phase III for a while longer. It will be re-evaluated at the next Board meeting.

Director Campbell reported that the Per Capita Aid requirements were still not available from the State of Illinois. This will remain as unfinished business until they are available and can be discussed.

### **New Business**

Director Campbell presented her thoughts on how the library board can show support and get involved in the capital campaign. The Board created an "assigned fund" in anticipation of future building projects. This money has been accumulating, and with the sale of 30/31, has grown to include those proceeds as well. Director Campbell explained that she feels the Board needs to make a pledge to the campaign. Since we are not legally allowed to give the money to the Foundation or the YMCA, the funds pledged would remain in the assigned reserve until needed. The funds pledged would also only be used on items the library can share between buildings, such as shelving, materials, technology, and furnishings. She recommended the amount of \$350,000 as a great show of support for the project.

Jo Noon made the motion to pledge \$350,000 of the assigned reserve fund towards the YMCA/Library partnership project. Debbie Freiburg seconded. The Board discussed the motion. Karen Phillips wanted it to be known that this was for the soft costs – items the library would be purchasing for our portion of the building. The Board agreed that this point needed to be made very clear. President Watts III took a recorded vote: 7 Ayes, Noon, Sparkman, Freiburg, Russell, Phillips, Nelson, and Swanson; 1 Nay, Mahar. Motion passes.

#### **Information Sharing**

- RICO Clerk Page-RIPL CY19-20 Assessed Value

#### **Closed Session – Not necessary**

#### **Announcements**

Karen Phillips asked if we had been getting any complaints regarding the quarantine period. She is having issues with items remaining on her card and wondered if others were, too? Elizabeth Russell said she had a strange incident regarding a renewal and a fine, but items were being removed from her card. Director Campbell thanked everyone for bringing these anomalies to her attention, and will follow-up with the Director of Circulation to find out more.

#### **Adjournment**

With no further business, President Watts III adjourned the meeting at 5:43pm.

Respectfully Submitted,  
Angela Campbell, Library Director