

Rock Island Public Library Board Meeting Agenda
November 17, 2020
5:00 p.m.
Rock Island Public Library – 2nd Floor, Downtown Library

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

Attendance: Karen Phillips (teleconference), Pat Mahar, Jo Noon (teleconference), Deborah Freiburg, Holly Sparkman, Elizabeth Russell (teleconference), Jacki Nelson (teleconference), Jenni Swanson (teleconference);

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 October 20, 2020, meeting. Without any additions or corrections, President Watts III advised the minutes be approved as written.

Board Education: Director Campbell presented chapters 9 and 10 of the new *Serving Our Public 4.0: Illinois Public Library Standards* book released by the Illinois Library Association.

Correspondence: Correspondence was included in the board packet, thanking the library for different services currently being offered.

Committee Reports:

Finance – Jenni Swanson

- Jenni Swanson made a motion to approve monthly bills for October in the amount of \$69,895.54. Jacki Nelson seconded. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.
- The Board discussed the City Council budget session. All agreed it went as well as it could. Jenni Swanson reported that the Council is concerned about having enough money to operate an additional facility. Director Campbell believes it is possible to do so with the resources the library currently has, but inflation will need to be built into its tax levy. All agreed that for the numerous reasons presented, 2021 is a difficult year, but things should get better by 2022.

Buildings and Grounds – Pat Mahar/Karen Phillips

- 4th Avenue Project Updates were provided by the Facilities Director, Kellie Kerns. Due to the lateness of the year, the project will happen in the spring of 2021. There is hope that the City will be able to pay for the project with TIF funds, rather than out of the library's operating budget.

- Kellie also provided an update on the Johnson Controls project. The lighting portion of the project will happen sporadically, beginning in early December. The Library is excited to be working with subcontractors who know the uniqueness of our Downtown Location – Davenport Electric, Tri-City Electric, Crawford, and Art-o-Lite.
- Work on the chiller will begin on December 15. The boiler portion cannot begin until after winter, with a potential start date of April 21, 2021, and lasting through most of September 2021.

Personnel & Policy – Debbie Freiburg

- Trustee Freiburg reported that work has been happening on Director Campbell's evaluation. She recently met with the former Committee Chair to learn of past practice.
- Director Campbell will return her self-evaluation to Trustee Freiburg by December 14th. It will then be distributed to the full board for review.
- Trustee comments for the annual evaluation are due to Trustee Freiburg for compilation prior to the January 11th Personnel & Policy Committee meeting.

Planning & Community Relations – Holly Sparkman

- Trustee Sparkman reported that a draft survey was sent to all committee members for review. All agreed it was a good instrument that only needed a few tweaks.
- Director Campbell reported that the Staff Strategic Planning Committee has already had their first meeting and are working on their first assignments. Comments from committee-members have already been invaluable.
- A Planning & Community Relations Committee meeting will be planned for January.

Art Committee - Pat Mahar/Jo Noon

- Foundation Director Lelonek reported that both art pieces have been restored and are now back on the walls of the Downtown Library.
- Jennifer Saintfort is preserving a few other pieces and will hang them shortly.

Foundation: Foundation Director Lelonek reported that the Capital Campaign is going extremely well. Major donors are currently being solicited, and the pledged funds total nearly 40% of the overall project. There are two large asks coming up which could set the course for the rest of the fundraising. The Foundation hopes to know more within the next two months about these donors. Lelonek thanked everyone that have already returned their pledge forms, and encouraged all others to return their forms as soon as they can. She reminded the group that the inner family asks are not about the amount, but the gesture. 100% participation is the goal.

Administrator Reports:

- Director Campbell provided a report on the state of the library in the board packet, in addition to monthly statistics.

- Campbell added that the Library RockFi Connection was getting installed soon so that Rock Island-Milan students could connect at the library with their Chromebooks.
- The Milan Blackhawk Area Public Library District will meet on January 28, at 4pm.

Unfinished Business:

- Long Range Planning – updates
 - Director Campbell provided updates regarding the YMCA/Library partnership, including that the Task Force has approved using GRO, the national YMCA firm that can develop schematics and renderings during the initial phases of the project.
 - Also mentioned were the numerous meetings with the Campaign Cabinet and potential donors.
 - Trustee Mahar asked about the potential restroom project. Facilities Director Kerns reported that after learning more about the Live & Learn Construction Grant, the library will be asking for funds to help with the HVAC project. The restroom project will be something to ask for down the road, when the library has matching funds.
- Library Locations' Hours – updates
 - Earlier in the day, Governor Pritzker presented the newest mandate specifics for Tier 3 COVID-19 mitigations in the State of Illinois. Director Campbell reviewed the document and presented it to the board. Neither libraries nor municipalities are specifically mentioned in the document.
 - During the meeting, Director Campbell and Trustee Swanson received communication from the City that more guidance would be coming on Thursday about their response to the Tier 3 plan.
 - The Board discussed the current hours, the pros/cons of how the library is handling the pandemic, and all agreed to stay the course with current protocols, unless instructed differently by the Governor.
- Review of Per Capita Aid Requirements – Director Campbell reported that they are still not available from the State Library, but that it has been shared on the Illinois Library Director mail list that the requirements for 2021/2022 are to review the full *Serving Our Public 4.0* standards book. Luckily, the Board has been doing this all year, so we should definitely meet the requirements for the Per Capita Aid Grant next fiscal year.

New Business:

- Elizabeth Russell made the motion to approve the library closings list for 2021. Debbie Freiburg seconded. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.
- Jo Noon made a motion to approve Library Board meeting schedule for 2021. Karen Phillips seconded. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.

- Elizabeth Russell made a motion to approve the disposal of surplus property as presented. Jacki Nelson seconded. Trustee Mahar asked why the ladder was noncompliant. Facilities Director Kerns reported that it is made of aluminum and can shock anyone working on electrical issues. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.

Information Sharing (items included in packet):

- Supplemental Information about PrairieCat Transitioning to IMRF by 2022
- Quarantine Reduction
- WiFi Tables Procedures

Closed Session: Not necessary

Announcements:

Director Campbell reported that she will be off work sporadically over the next week, using up some vacation time during the holiday.

Adjournment – With no further business, President Watts III adjourned the meeting at 5:47 p.m.

Respectfully submitted,
Angela Campbell, Library Director