

Rock Island Public Library Board Meeting Agenda

April 21, 2020

5:00 p.m.

Southwest Library – Community Room

Video: meet.google.com/ekq-vzdx-wxb

Phone: +1 574-316-0121 PIN: 734 759 293#

The Board of Trustees of the Rock Island Public Library met at the Rock Island Public Library, Southwest Library, with Eudell Watts III, presiding. Many Board members utilized the teleconferencing option allowed under the Governor's Executive Order, which modifies the physical quorum requirements of the Open Meetings Act during the COVID-19 crisis.

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

Present: Eudell Watts III and Jacki Nelson (on-site); Karen Phillips, Kevin Koski, Deborah Freiburg, Holly Sparkman, Elizabeth Russell, and Jenni Swanson (teleconference).

Also present was Angela Campbell, Library Director

Absent: Patrick Mahar

Public Comment: Patrons 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 February 18, 2020, meeting minutes. With no addition or corrections, Eudell Watts III advised the minutes stand approved as written.

Board Education: – Discussion of *Serving Our Public 4.0: Standards for Illinois Public Libraries*. The Board wishes to discuss chapters 1 and 2 when in-person meetings resume.

Correspondence: An email from a patron praising the library's online presence during the COVID-19 crisis was presented to the Board.

Committee Reports:

Finance Committee

Kevin Koski presented the bills for February and March. Director Campbell answered questions.

Kevin Koski made the motion to approve monthly bills for February and March, in the amount of \$80,322.78. Karen Phillips seconded. The Board took a recorded vote: 7 Ayes – Koski, Nelson, Sparkman, Freiburg, Russell, Phillips, and Swanson; 0 Nays. Motion passes.

Building & Grounds

Director Campbell explained the five bids for the Community Room painting project. All bidders were missing portions of the packet, but the lowest bidder was also the company who provided the most items in their packet. Kevin Koski made the motion to approve the bid from Prime Construction, of Davenport, Iowa, for a total of \$11,200. Debbie Freiburg seconded. During discussion, Jenni Swanson voiced her concerns about the project, due to the expected City budget shortfall. Director Campbell explained that this includes mold remediation, which is found behind the wallpaper. Once the wallpaper and mold are removed, the walls will need painted. We had carryover funds for another project that can help pay for this project. The Board took a recorded vote: 7 ayes – Phillips, Freiburg, Sparkman, Russell, Nelson, Swanson, and Koski; 0 nays. Motion passes.

Personnel & Policy Committee:

Director Campbell explained the need to have a Personnel & Policy Committee in the future. Because of Kevin Koski's Board retirement, a new Committee Chair will need to be appointed. Many people said they would like Deborah Freiburg in the is role. A committee meeting will be scheduled once in-person meetings are again allowed.

Planning & Community Relations:

No report.

Art Committee:

Director Campbell reported that the reframing and restoration project is still underway.

Library Foundation:

Foundation Director, Kathy Lelonek, provided updates in the Board packet.

- Next meeting May 14th at 4pm
- Capital Campaign Task Force Meeting April 8th at 4pm – Fundraising is temporarily suspended
- Food for Thought April 23rd at Blackhawk State Park, Watchtower Lodge – Postponed
- A new Foundation logo was presented.

Administrator Reports:

Director Campbell provided a monthly report, including statistics. Also included in the packet was an evaluation of the first four months of mobile library service. Additionally, the Milan Blackhawk Area Public Library District has cancelled their April 23rd meeting.

Unfinished Business:

1. *Long Range Buildings Planning – updates
 - a. Kevin Koski made a motion to extend the closing date for the sale of Library property located at 3059 30th Street, due to the banking delays COVID-19 is causing. Jacki Nelson seconded. The Board took a recorded vote: 7 Ayes - Phillips, Koski, Freiburg, Sparkman, Russell, Nelson, and Swanson; 0 Nays. Motion passes.

- b. *Elizabeth Russell made a motion to approve the additions/revisions to the Memorandum of Understanding (MOU) with the Two Rivers YMCA. Jenni Swanson seconded. Discussion revolved around the minor attorney modifications made by Rock Island Public Library Foundation member, Mark Schwiebert. Karen explained having email troubles when the changes were sent to the Board for review, so she will abstain. The Board took a recorded vote: 6 Ayes – Koski, Freiburg, Sparkman, Russell, Nelson, and Swanson. 1 Abstention – Phillips; and 0 Nays. Motion passes.
2. Library Locations' Hours – Director Campbell explained the potential need for a shift in library hours while gradually reopening facilities. The Board agreed she can temporarily change the hours without Board approval, but any permanent hour changes would need a vote.
3. Energy Performance Project – None to report.

New Business:

1. *COVID-19 and Library Operations
 - a. *Karen Phillips made a motion to accept the Phased Reopening Plan and Task List. Kevin Koski seconded. All ayes. Motion passes.
 - b. Return to Work Discussion – Revisit next month, or sooner, depending on what happens at the local, state, and federal government levels.
 2. *Holly Sparkman made a motion to approve the disposal of surplus property as presented. Elizabeth Russell seconded. All ayes. Motion passes.
 3. 2020 Sculpture for the Southwest Library – Photos of the new sculpture were provided. Once it is installed, the Library will do a press release about the piece, including the artist's name.
- I. Information Sharing
 - Summer Reading Challenge Survey Reports (March Packet)
 - Levy Confirmation Sheet (March Packet)
 - Child Abuse Council Conference Summary – Foster (March Packet)
 - Staff Continuing Education While Telecommuting
 - II. *Closed Session – not necessary.
 - III. Announcements
 - A huge “Thank You” to Kevin Koski for serving on the Library Board of Trustees. Enjoy your retirement – you will be missed!
 - Student Board Member, Larissa Pothoven, is graduating. The Board would like to acknowledge her volunteerism and dedication to the library. They hope to thank her in person at the next meeting.

- Thank you was extended to Director Campbell for the numerous Board updates and planning during the COVID-19 crisis.

IV. Adjournment

*Represents a potential voting item