

Rock Island Public Library  
Board of Trustees Meeting  
January 15 2019

The Board of Trustees of the Rock Island Public Library met at 5:05 p.m. at the Rock Island Public Library, 2<sup>nd</sup> Floor, Director's Office, with Eudell Watts III, President, presiding.

Present: Pat Mahar, Elizabeth Russell, Karen Phillips, Virgil Mayberry, and Jacki Nelson

Also present were: Angela Campbell, Director; Kellie Kerns, Director Business Office & Facilities; Lisa Lockheart, PR/Outreach Liaison

Absent: Holly Sparkman, Kevin Koski, and Nancy Coin,

Call to Order: Eudell Watts III called the meeting to order.

Public Comment: None

The Board reviewed the December 18, 2018 minutes. There were corrections. Eudell Watts III advised the minutes stand approved as amended.

Board Education:

Per Capita FY20 Requirements and the Municipal Minute article – Professional Services Act – was reviewed and discussed.

Correspondence: Patron comments were shared with the Board.

Finance:

The Board reviewed and discussed bills from December in the amount of \$43,277.66.

Karen Phillips made the motion to approve December bills as presented. Jacki Nelson seconded. Motion carried on a recorded vote.

Quarterly Financial Statements – updates – reports will be presented at the February meeting.

New Calendar Year 2019 began January 1<sup>st</sup>.

Buildings and Grounds:

Met January 9 2019:

1. \*Motion whether or not to approve award of Downtown Library AV Upgrade Project to Tri-City Electric Co., in the amount of \$49,005.00, pending funding. (RC)
2. \*Motion whether or not to approve award of Downtown Library 2nd Floor Renovation Project to Valley Construction, in the amount of \$172,360(base \$152,230; contingency \$20,130), pending funding (RC)
3. \*Motion whether or not to approve release of assigned reserve funds to be used for the

Downtown Library AV Upgrade and 2<sup>nd</sup> Floor Renovation Projects. (RC)

4. \*Motion whether or not to approve a CY19 budget adjustment in the amount of \$350,000.00; thereby transferring monies from the Library's assigned reserve fund to the Library's revenue and expense general ledger accounts. (RC)

Karen Phillips made the motion to table Downtown Library Project Work items until the February meeting, allowing more Board members to attend and administration to gather more information. Pat Mahar seconded. All were in favor. Items will be placed on the February 19<sup>th</sup> meeting agenda.

Personnel and Policy:

Met January 9 2019:

1. Director's Evaluation (February 19 2019 – Board Meeting 4pm) – updates were provided.
2. Schedule February Meeting – Car Allowance and Wage Act Amendment – will be scheduled at the February 19<sup>th</sup> Board meeting.

Planning and Community Relations: Reminder of the January Strategic Plan Community Forums was communicated to the Board. The 2019-2022 Strategic Plan was presented to City Council on January 14<sup>th</sup> during study session.

Art Committee:

Foundation Director is continuing to work to inventory art pieces.

Foundation:

Nothing to Report.

Administrator's Report:

Department Updates – Angela Campbell provided the Board with the latest department updates and statistics regarding how the Board would like to, and when, receive reports.

Milan Blackhawk – Next meeting will be January 24 2019; recruiting for Board member.

Unfinished Business:

Long Range Buildings Study & Planning - updates: Angela Campbell provided the Board with the latest updates and administration is continuing to gather information for the February meeting.

New Business:

Karen Phillips made the motion not to amend the 3% General Wage Increase, from the September 18, 2018, Board meeting, to align with the City's 1.66% General Wage Increase for library non-affiliates. Pat Mahar seconded. Discussion ensued. Jacki Nelson called to question. Motion carried on a recorded vote 4 AYE 1 ABSTAIN.

The Board discussed contracting and potential associated costs of legal (if needed) and appraisal firms for the sale of 30/31 Library. Administration will reach out the Foundation Board to gather more information and report at the February meeting.

Karen Phillips made the motion to approve CY20 Statement of Fund Requirement (4-10 Annual Report) of a 4.99% increase to the Library tax levy. Virgil Mayberry seconded. Motion carried on a recorded vote.

Information Sharing - The following was presented to the Board:

Board Member Contact Information - updates

Standing Committees Information – updates

2019 City Council Meetings schedule

Wage & Salary Study Report

Policy Checklist – updates

City Council Study Session – Library’s Annual Report – February 25, 2019; Time TBD

Announcements – The following was presented to the Board:

CDBG Meeting – Monday, January 21<sup>st</sup>, 6pm, Southwest Library Community Room

The Children’s Area, Downtown Library, displays look great!

Rock Island Courthouse Demolition

Closed Session: None

Board adjourned at 6:24 p.m.

The next regular meeting of the Rock Island Library Board of Trustees will be February 19, 2019, at 4:00 p.m.

Respectfully Submitted,

Kellie Kerns

Director - Business Office & Facilities