

Rock Island Public Library  
Board of Trustees Meeting  
December 15 2015

The Board of Trustees of the Rock Island Public Library met at 3:00 p.m. at the Rock Island Public Library, 2<sup>nd</sup> Floor, Director's Office, with, Kevin Koski, President, presiding.

Present: Cynthia Lukasik, Pat Mahar, Michael Avgenackis, Karen Phillips, Virgil Mayberry, Jessica Matherly, and Nancy Coin

Also present were: Angela Campbell, Director; Kellie Kerns, Director Business Office and Facilities; Kathy Lelonek, Foundation Director; Jeff Dismer and Rob Winters, Gere/Dismer Firm; Lisa Lockheart, PR Liaison

Absent: Eudell Watts III

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

Public Comment: None

Virgil Mayberry made a motion to go into closed session for purpose of property. Michael Avgenackis seconded. All were in favor. The Board went out of regular session at 3:01 p.m. and into closed session at 3:02 p.m.

The Board came out of closed session at 3:34 p.m. Cynthia Lukasik made the motion. Karen Phillips seconded. All were in favor. The Board resumed regular session at 3:35 p.m.

The Board reviewed the November 17, 2015 minutes. There were no corrections. Kevin Koski advised the minutes stand approved as written. All were in favor.

Board Education: None

Correspondence: Patron comments were presented to the Board.

The Board reviewed and discussed bills from November in the amount of \$65,854.10.

Cynthia Lukasik made the motion to approve the November bills as presented. Jessica Matherly seconded. Motion carried on a recorded vote.

Recommendation to approve Change Order #11 in the amount of \$275.00.

Karen Phillips made the motion to approve the recommendation as presented. Jessica Matherly seconded. Motion carried on a recorded vote.

4-10 Annual Report document was presented for review. This document will be submitted after approval and resolution in 2016. The Board Finance Committee will need to meet in January to discuss.

Building and Grounds: Updates – The Main Restoration Project substantial completion date and retainage amount was discussed. The discharge of the library's halon system by a contract vendor during fire alarm testing will require a complete replacement of the system. Administration is working closely with all parties to install the new system as soon as possible.

The Board Buildings and Grounds Committee will need to meet in January to discuss 2016 projects.

Personnel and Policy: The Director's evaluation is due by the January 2016 Board meeting. Michael Avgenackis explained the process of completion and submission by members. The Director's goals were presented.

Planning and Community Relations: A joint meeting with the Board Finance Committee will need to be scheduled in January to discuss the Fundraising Feasibility Study.

Art Committee: Appraisal quotes will be collected so the cost can either become a grant request or be incorporated in the CY17 budget.

Foundation: Kathy Lelonek provided the board with final updates Food For Thought Fundraiser, and end of year appeal letters. The Foundation is contracting services for soliciting programming sponsorships. The next Foundation meeting will occur in February 2016.

Administrator's Report:

Department Updates – Angela Campbell provided the Board with the latest department updates, and available statistics. Staff is working on end of year wrap-ups.

Milan Blackhawk – Milan-Blackhawk Area Public Library District – The minutes from the ad-hoc Committee meeting was presented to the Board. The Committee's next meeting is January 11, 2016, and the next Board meeting is January 28, 2016.

Unfinished Business:

Budget Review Process – updates: The CY16 budget passed on December 7, 2015. The Library's tax levy submission was not incorporated into it. The vehicle lease option is up for reconsideration; the Board may have to consider other options to replace the Library van.

Feasibility Study – updates: The Board conducted a review of the final draft of the RIPL Long Range Building Plan.

Karen Phillips made the motion to approve RIPL Long Range Master plan Study with amendments. Pat Mahar seconded. Motion carried on a recorded vote of 4 AYES and 3 NAYS

Board Meetings during the winter months of 1/19/16, 2/16/16, and 3/15/15. The Board discussed whether there would be a quorum standard during these times. It was decided there would be for the January and March meetings; February will not meet quorum standards.

Cynthia Lukasik made the motion to cancel February 16, 2016 board meeting. Michael Avgenackis seconded. All were in favor.

New Business:

Recommendation to approve setting annual Non-Resident Fee in the amount of \$120.00, effective January 1, 2016.

Cynthia Lukasik made the motion to approve the recommendation as presented. Pat Mahar seconded. Motion carried on a recorded vote.

Recommendation to approve furnishings purge list as presented.

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

Recommendation to approve planning and bid of the 2016 Fundraising RFP as budgeted.

Virgil Mayberry made the motion to approve the recommendation as presented. Karen Phillips seconded. Motion carried on a recorded vote.

Jessica Matherly made a motion to approve up to \$1000.00 for pest control efforts as presented. Karen Phillips seconded. Motion carried on a recorded vote.

Nancy Coin made a motion to suspend taking of materials donations through the month of February 2016 due to inventory. Pat Mahar seconded. All were in favor.

Information Sharing - The following documents were presented to the Board:

Master Agenda – updates

Board of Trustees Article

Hard Hat Awards Ceremony

Cynthia Lukasik made a motion to go into closed session for purpose of personnel. Virgil Mayberry seconded. All were in favor. The Board went out of regular session at 5:15 p.m. and into closed session at 5:16 p.m.

The Board came out of closed session at 5:33 p.m. Cynthia Lukasik made the motion. Pat Mahar seconded. All were in favor. The Board resumed regular session at 5:34 p.m.

Michael Avgenackis made a motion to award security services quote to Global Security Services as presented. Jessica Matherly seconded. Motion carried on a recorded vote.

Board adjourned at 5:35 p.m.

The next meeting of the Rock Island Library Board of Trustees will be January 19, 2016, at 3:00 p.m.

Respectfully Submitted,

Kellie Kerns

Director - Business Office & Facilities