

**Rock Island Public Library Board Meeting Agenda**  
**October 20, 2020**  
**5:00 p.m.**  
***Rock Island Public Library – 2<sup>nd</sup> 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, 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 September 15, 2020, meeting. Without any additions or corrections, President Watts III advised the minutes be approved as written.

**Board Education:** Director Campbell presented chapters 7 and 8 of the new *Serving Our Public 4.0: Illinois Public Library Standards* book released by the Illinois Library Association. Campbell commended the Library for meeting all of the standards in each of the chapters. The Board also commended staff for great collection development and being actively involved with systemwide resource sharing.

**Correspondence:** A “thank you” card was included in the packet.

**Committee Reports:**

*Finance – Jenni Swanson*

- Jenni Swanson made a motion to approve monthly bills for September in the amount of \$48,326.05. Elizabeth Russell seconded. After discussing the cleaning and security bills/service contracts, with an additional question about our Office Depot purchases, President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.
- CY 2020/2021 Budget – Updates
  - Director Campbell discussed updates to the current and projected budgets for calendar year 2020/2021. After discussion, the consensus of the Board was to keep the prior recommendation of submitting a deficit budget to the City for CY 2021. Director Campbell was asked how to make up the deficit, and she responded that cost-savings are often realized throughout the year if there are staff changes, or if other cost-savings can be found. Part of the difficulty next year is that we are adding the JCI Project Bond

Repayment, and don't know yet if we'll see all of the cost-savings promised. She commended her staff for always looking for the best deals, and mentioned that it is also possible that some COVID reimbursement may be possible through FEMA. Regardless, the Library should be able to at least stay within the required 90-days reserve policy.

#### Buildings and Grounds – Pat Mahar

- Met on October 13, 2020
  - Chair, Pat Mahar, gave an overview of the 4<sup>th</sup> Avenue project, as presented to the Committee by Public Works. Mahar indicated that this will be a voting item under “Unfinished Business.”
  - Also discussed in further detail at the meeting were Chapter 4 of the Illinois Standards, and the Johnson Controls project.

#### Personnel & Policy – Debbie Freiburg

- Chair, Debbie Freiburg, reported that the committee has not met recently, but she will be meeting with former Trustee and Personnel & Policy Committee Chair, Kevin Koski, to organize Director Campbell's annual performance review.

#### Planning & Community Relations – Holly Sparkman

- Chair, Holly Sparkman, had no committee report.
- Director Campbell gave an update on recent developments with the strategic planning process, including that the survey is now in a beta form and will be sent out to Committee members for critiquing. It will be released to all cardholders and the general public by January 2021.

#### Art Committee - Pat Mahar/Jo Noon

- Chair, Pat Mahar, reported that the committee had not met recently.
- RIPL Foundation Director, Kathy Lelonek, reported that the 2 restoration art pieces would be reinstalled in their former spots on the 1<sup>st</sup> floor on Wednesday, October 21. Welcome back to the Weyerhaeuser portrait and the Koen painting.

#### **Foundation:**

RIPL Foundation Director, Kathy Lelonek, reported that the November quarterly meeting has been moved to Thursday, November 5<sup>th</sup>, at 4pm. She also reported on the status of the Capital Campaign, sharing that numerous grants are currently submitted, and others are in-progress. Finally, Director Lelonek wanted to make all board members aware that the campaign cabinet is working on inner-family giving, and that someone from the cabinet will be in contact about a personal pledge to the project.

### **Administrator Reports:**

- Director Campbell provided a report on the state of the library in the board packet, in addition to monthly statistics.
- The Milan Blackhawk Area Public Library District does not meet again until January 28, at 4pm.

### **Unfinished Business:**

- Long Range Planning – updates
  - Director Campbell provided updates regarding the YMCA/Library partnership, including that the Task Force will be called upon to discuss using GRO, the national YMCA firm that can develop schematics and renderings during the initial phases of the project.
  - Trustee Mahar asked if an architect has been chosen. Director Campbell said that the YMCA will be doing the requests for that down the road.
- Library Locations' Hours – updates
  - Library Staff have requested that the library be open a few additional hours.
  - Jacki Nelson made the motion to modify the current Reopening Plan Phase III hours to 9-6, Monday through Friday, and 9-12 on Saturdays for *both* inside and curbside service; and that if mask wearing and social distancing becomes difficult to enforce during times without a security guard, that the director can shut down inside service when the guard is not present. Pat Mahar 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 change will take place beginning November 2, 2020.
  - On a related topic, Director Campbell also asked if librarians could checkout seating to patrons needing to use the WiFi or a table, for up to one hour per day. Hearing no objections, staff will work on these procedures.
- 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 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.

### **New Business**

- Jenni Swanson made a motion to approve the Resolution Accepting the Memorandum of Understanding between the Rock Island Public Library and the American Doll and Toy Museum. Jacki Nelson seconded. President Watts III took a recorded vote: 7 Ayes: Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 1 Nay, Noon. Motion passes.

**Information Sharing** – Elizabeth Russell asked if others were doing United Way's 21 Day Equity Challenge. Those that had already participated spoke very highly of the process. Jenni Swanson added

that she had just finished the workbook *Me & White Supremacy*, by Layla F. Saad, and would recommend it to everyone interested in learning more about inclusion, equity, and diversity topics.

**\*Closed Session – not necessary.**

### **Announcements**

**Adjournment** – With no further business, President Watts III adjourned the meeting at 5:56pm.

Respectfully submitted,

Angela Campbell, Library Director