

Rock Island Public Library
Board of Trustees Meeting
January 19 2016

The Board of Trustees of the Rock Island Public Library met at 3:05 p.m. at the Rock Island Public Library, 2nd Floor, Director's Office, with, Kevin Koski, President, presiding.

Present: Cynthia Lukasik, Pat Mahar, Karen Phillips, Virgil Mayberry, Jessica Matherly, and Eudell Watts III

Teleconferencing: Nancy Coin and Michael Avgenackis

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

Absent: None

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

Public Comment: None

The Board reviewed the December 15, 2015 minutes. There were no corrections. Kevin Koski advised the minutes stand approved as written. All were in favor.

Board Education: IL Standards – Chapter 6 – Access. The Policy Committee will need to meet to review the Behavior Policy and our unique hours standards are still not met.

Correspondence: Patron comments were presented to the Board.

The Board reviewed and discussed bills from December in the amount of \$108,240.44.

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

4-10 Annual Report Doc for submission in 2016 - This document will be submitted after approval and resolution in 2016. The Board Finance Committee met in January to discuss. There were no examples from other IL libraries to compare. This document will be submitted after IPLAR and the statement of fund requirements should be captured with realistic operational numbers.

Discussion of 2% GWI – Non-Union Staff – The Board was updated Council did approve and match what the Board of Trustees approved for CY16. For following years, if this does not match, a Board resolution will need to be drafted and sent to HR.

Recommendation to approve Pay Request#8 in the amount of \$247.50.

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

Recommendation to approve Pay Request #9 in the amount of \$55,106.70.

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

Building and Grounds: The Board Buildings and Grounds Committee met to discuss 2016 projects.

Recommendation to approve a three year contract to Kymbl Komplete Kare for lawn services in the amount of \$145.00 per mowing, as needed.

Eudell Watts III made the motion to approve as presented. Virgil Mayberry seconded. Motion carried on a recorded vote.

Recommendation to approve Orkin for dog pest control services annually or as needed (current rate of \$300.00 per visit).

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

Recommendation to continue with Thymet preventative pest control service contract for quarterly services in the amount of \$165.00.

Eudell Watts III made the motion to approve as presented. Cynthia Lukasik seconded. Motion carried on a recorded vote.

Recommendation to approve Ahern quote for halon system replacement in the amount of \$27,933.00.

Eudell Watts III made the motion to approve as presented. Cynthia Lukasik seconded. Motion carried on a recorded vote. The Board previously approved replacement of the system as this is a vendor claim being handled financially by the City Risk Manager.

Long Range Plan – Move to later in the agenda.

Recommendation to approve replacement of memorial stone for Judy Petersen. This would be a matching replacement as done previously.

Eudell Watts III made the motion to approve as presented. Cynthia Lukasik seconded. All were in favor.

Recommendation to approve Midwest Writing Center Partnership offer as presented. The Committee recommends to proceed with the offer of housing at Main, with a monthly cost of \$700.00(all inclusive and negotiable; 1 year lease/then month to month/30 days written termination notice), and to take this to the Midwest's Board. The inclusive would cover all utilities, WIFI, security services, janitorial services, two rooms, and the use of the community room.

Eudell Watts III made the motion to approve as presented. Jessica Matherly seconded. Motion carried on a recorded vote.

Quarterly B&G Report – Was presented.

Story Mountain Displays – updates – Was presented.

The Buildings and Grounds Committee set meeting @30-31 for March 7, 2016, at Noon.

Personnel and Policy: The Director's evaluation was completed by all members. President and Vice President will be meeting with the Director after the Board meeting to deliver.

RIPL Board of Trustees Bylaws Review – Revisions to the meetings section were changed to reflect current statute. This will be presented for approval at the March meeting.

Planning and Community Relations: A joint meeting with the Board Finance Committee was conducted to discuss the Fundraising Feasibility Study. This will be discussed during Closed Session.

Art Committee: Appraisal quotes were presented to the Board. Approval has been tabled for the March meeting as a historical value quote still needs to be collected and Committee members will need to meet again.

Foundation: The Foundation is contracting services for soliciting programming sponsorships. A special meeting has been called for January 14, 2016. The next Foundation meeting will occur February 11, 2016, in which the Library will be submitting grant requests, including a Day Foundation partnership subsidy.

Administrator's Report:

Department Updates – Angela Campbell provided the Board with the latest department updates, and available statistics. Staff In-service evaluations will be presented at the March meeting. Staff has been working on reciprocal borrowing agreements with IA libraries after IL migrates back to PrairieCat. Digital usage is up!

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 February 8, 2016, and the next Board meeting is January 28, 2016.

Unfinished Business:

Budget Review Process – updates: Administration has begun working on CY17 budget.

Feasibility Study – updates: The Board was presented with the bound document of the RIPL Long Range Master Building Plan.

Board Meetings during the winter months, 3/15/15 - There will be no February meeting.

New Business:

RAILS LLSAP Membership Grant Agreement - Recommendation to accept up to \$26,223 grant funds for aid with the conversion to PrairieCat.

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

Helen Peak Estate - Recommendation that the funds received from the Helen Peak Estate be transferred to the Foundation to better serve the intended purpose of the donor.

Eudell Watts III made the motion to approve as presented. Cynthia Lukasik seconded. Motion carried on a recorded vote.

Election of Board Officers and Board Committee Assignments – Updates were presented.

Board Member Terms – Members were updated and a memo will be sent to the Mayor.

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

Intrepid Daily Article

Virgil Mayberry discussed the Hauberg sale.

Virgil Mayberry made a motion to go into closed session for purposes of property acquisition and personnel. Jessica Matherly seconded. All were in favor. The Board went out of regular session at 4:10 p.m. and into closed session at 4:12 p.m.

The Board came out of closed session at 5:08 p.m. Cynthia Lukasik made the motion. Jessica Matherly seconded. All were in favor. The Board resumed regular session at 5:09 p.m.

Cynthia Lukasik made a motion to proceed with an additional study on the viability of feasibility study option 2 and to obtain a cost estimate from Gere Dismar to do so. Jessica Matherly seconded. Motion carried on a recorded vote of 4 AYES and 2 NAYS.

The purpose of personnel was a non-voting item.

Board adjourned at 5:16 p.m.

The next meeting of the Rock Island Library Board of Trustees will be March 15, 2016, at 3:00 p.m.

Respectfully Submitted,

Kellie Kerns

Director - Business Office & Facilities