

Rock Island Public Library  
Board of Trustees Meeting  
December 20 2016

The Board of Trustees of the Rock Island Public Library met at 3:03 p.m. at the Rock Island Public Library, 2<sup>nd</sup> Floor, Director's Office, with Kevin Koski, President, presiding.

Present: Cynthia Lukasik, Eudell Watts III, Karen Phillips, and Nancy Coin

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

Absent: Jessica Matherly, Mary Brodd, Pat Mahar, and Virgil Mayberry

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

Public Comment: None

The Board reviewed the November 15, 2016 minutes. There were corrections. Kevin Koski advised the minutes stand approved as amended. 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 \$36,434.86.

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

Building and Grounds:

Recommendation to donate 3 branch surplus plants to Friends of the Moline Conservatory.

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

Personnel and Policy: Director's Evaluation deadline was discussed. The Policy Checklist updates were presented. The City Event with Alcohol Guidelines was presented. Incidents reports involving youth information was shared and discussed. A policy change was addressed and will be presented to the Board at a later date.

Planning and Community Relations: Nothing to report.

Art Committee: The art appraisal inventory summary was presented to the Board. The Committee will need to meet about next steps.

Foundation: Next meeting February 16, 2017.

## Administrator's Report:

Department Updates – Angela Campbell provided the Board with the latest department updates and statistics. The Board was updated on the Library's latest issues with Main's boiler and wiring. Statistics are consistent while working through issues with reporting and setup. Gate, Database, and Outreach PR counts were discussed.

Milan Blackhawk – Next meeting January 26, 2017. The comptroller report has been extended. A firm will be doing this year's final report, and going forward. Election forms are to be submitted by Board members.

## Unfinished Business:

Budget Review - updates: The City of Rock Island revised Financial Policies document was presented to the Board. The process of approving Professional Development with the City was discussed.

Fundraising Study – updates: A final call list has been compiled and calls will be made after the holidays; interviews will be completed by beginning of February. The call team will need to meet again beforehand.

Recommendation to approve Board Bylaws – board meeting times to 5:00 p.m.

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

## New Business:

Recommendation to set Library Tax Levy (4-10 Reporting) at 4.9% increase.

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

Recommendation to set Annual Non-Resident fee in the amount of \$125.00 effective January 1, 2017.

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

## Information Sharing:

Master Agenda Items – updates were presented.

Midwest Writing Center Open House attendance was presented.

Kevin Koski advised the Library will be working on getting the Levy listed separately by RICO.

Karen Phillips advised Kevin Koski will be presiding for her at the January board meeting.

Kellie Kerns advised have started the ground work for the 2017 document and blueprint scanning project. Funds for this project will be requested from the Foundation.

Cynthia Lukasik extended thanks for the invite to the Our Kids in Crisis event – planning on attending the book discussion as well.

Cynthia Lukasik extended thanks to Kevin Koski for serving as the 2016 Board President.

Board adjourned at 4:34 p.m.

The next meeting of the Rock Island Library Board of Trustees will be **January 17, 2017, at 5:00 p.m.**

Respectfully Submitted,

Kellie Kerns

Director - Business Office & Facilities