

Rock Island Public Library Board Meeting Minutes
Tuesday, September 17, 2024
5:00 p.m.
Rock Island Public Library – 2nd Floor, Downtown Library

Call to Order: President Swanson called the meeting to order at 5:00pm

Attendance: Nick Hammond, Jacki Nelson, Jo Noon, Aleatha Quarles, Dr. Yolanda Grandberry Pugh, Elizabeth Russell, Eudell Watts, III; Angela Campbell, Library Director; Kayla Steffen, Business & Facilities Director; Kathy Lelonek, Foundation Director.

Absent: Deborah Freiburg; Lisa Lockheart, Publicity & Outreach Liaison.

Public Comment: None.

Approval of Minutes: Trustee Nelson made a motion to approve the Board of Trustees minutes from August 20, 2024. Trustee Russell seconded. No discussion, motion carries. President Swanson took a voice vote. All ayes, no nays. Motion passes.

Board Education: The board packet included the *Agencies of Impact* study. Director Campbell expressed how impressive the statistics are. The board decided that the study needs to be shared with the city council.

Correspondence: None.

Committee Reports:

- A) Finance – Jenni Swanson
 - President Swanson made a motion to approve monthly bills for August in the amount of \$61,694.17. Trustee Russell seconded. No discussion. President Swanson took a roll call vote. All ayes, no nays. Motion passes.
 - The library’s annual budget review was on August 29th. The annual HVAC payment will be paid for by the city next year. They are still waiting on the EAV from the county, which could affect the tax rate. The library requested a 3.5% tax rate. Overall, the finance department seems supportive of the library.

- B) Art & Facilities
 - The radon mitigation is delayed due to state approval. Once approved, the library will be on the waiting list for the radon company. President Swanson shared that the library may be able to use CDBG funds for new windows.

- C) Personnel & Policy – Debbie Freiburg
 - Committee Meeting: December 6th at 11:30am at Watts-Midtown
 - Policy review at the meeting will include: Behavior, Circulation, Collection Development, and Workplace Regulations.
 - Director’s Evaluation discussion

- D) Planning & Community Relations

- Committee Meeting: November 4th at 4:00pm at Watts-Midtown

Foundation Updates – Kathy Lelonek:

- Next Meeting: November 14, 2024 at 4:00pm at the Downtown Library.
- Eudell's BBQ on August 24th was a success
- Fifty percent of the symphony ticket sales that used the RIPL promo code will be donated to the library

Administrator Reports:

- Director's Report
Highlights:
 - Library Card Sign-up Month
 - Staff Development survey responses
 - Banned Books Week
 - SW 50th anniversary on Wednesday, September 25th from 10am to 4pm
 - Afterschool program led by librarian James Stratton has been successful
 - E-card sign ups in partnership with the schools
- Statistics
- Milan Blackhawk Area Public Library District
 - Next Regular Meeting: September 19, at 4pm, at the Southwest Branch
 - Levy and Assessment of Taxes Ordinance

Unfinished Business:

1. Art Curation Project – Peg Christensen was notified of the approved painting. There are no updates about the curation project.
2. Ad-hoc Technology Committee - Trustee Hammond will meet with the library's management team on October 2nd to discuss technology needs.

New Business:

1. Trustee Watts made a motion to approve library closings for Calendar Year 2025. Nelson seconded. The board briefly discussed Veterans Day, and Swanson shared that the city likely will not approve it as a holiday. President Swanson took a voice vote. All ayes, no nays. Motion passes.
2. Trustee Noon made a motion to approve sending a board member to the Illinois Library Association's "Trustee Day" on Thursday, October 10. Trustee Quarles seconded. President Swanson took a roll call vote. All ayes, no nays, Motion carries.

Information Sharing:

- Board Contact Info & Terms
- Unique Management Reports
- Staff Development Day Evaluations
- PNG Award Letter

Executive Session: None.

Announcements:

- Banned Books Reading Tuesday, September 24 at Watts-Midtown; refreshments and networking begins at 5:30pm; readings begin promptly at 6pm.

- 50th Anniversary Open House at the Southwest Branch on September 25, 2024, 10a-4p; drop in any time!
- Next Board Meeting – October 15, 2024 at 5pm, Downtown Library
- Dr. Grandberry Pugh expressed gratitude that we are partnering with the schools.
- Voter registration day is today, and the board is glad to see the public registering.

Adjournment: Trustee Dr. Grandberry Pugh made a motion to adjourn the meeting at 5:38pm. Trustee Russell seconded. President Swanson took a voice vote. All ayes, no nays. Motion carries.

Respectfully submitted,

Kayla Steffen
Business & Facilities Director