Rock Island Public Library Board Meeting Minutes
Tuesday, July 16, 2024
5:00 p.m.
Rock Island Public Library – 2nd Floor, Downtown Library

Type of Meeting: Regularly Scheduled Board Meeting

Meeting Facilitator: Jenni Swanson

Attendees: Jenni Swanson, Deborah Freiburg, Nick Hammond, Jacki Nelson, Jo Noon, Aleatha Quarles, Dr. Yolanda Grandberry Pugh, Elizabeth Russell, Eudell Watts, III; Angela Campbell, Library Director; Kathy Lelonek, Foundation Director; Lisa Lockheart, Publicity & Outreach Liaison.

Absent: Jacki Nelson

President Swanson called the meeting to order at 5:01pm.

Public Comment: None

Approval of Minutes:
Trustee Russell made a motion to approve the minutes of June 18, 2024. Trustee Noon seconded. No discussion. President Swanson took a voice vote. All ayes, no nays. Motion passes.

Board Education:
Chapters 11 & 12 of *Serving Our* Public *4.0,* the state library standards, covered Youth Services standards of service, as well as Library Technology. The Board asked questions about the current state of technology, how the city software upgrade will change things, and what we need to modernize. Director Campbell will look into different wants/needs and report back to the Board at an upcoming meeting.

Correspondence:
The Board acknowledged the three patron comments received:
- Patron complaint about smokers standing too close to entrance
- Patron compliment about Job Search & Computer Help program
- Patron Praise for our Art & Math Clubs for kids

Committee Reports:
Finance – Jenni Swanson
- Committee Chair Swanson made a motion to approve monthly bills for June in the amount of $50,033.91. Trustee Russell seconded. Without any discussion, President Swanson took a roll call vote. 7 ayes: Watts III, Dr. Grandberry-Pugh, Quarles, Hammond, Freiburg, Russell, and Noon. No nays. 1 Absent. Motion passes.
- The Board reviewed the 2nd quarter financials. The library is under budget for the year, and continues to be frugal when spending money.
- Committee Chair Swanson set a Finance Committee meeting to discuss the CY 2025 budget for Monday, July 29, 2024, at 10:30am at the Downtown Library.

Art & Facilities – Jacki Nelson
Director Campbell provided an update to the Downtown first-floor restroom ADA renovation project. She alerted the Board there is a memorandum of understanding to discuss during new business that spells out what to expect, as well as the funding.

Personnel & Policy – Debbie Freiburg
Committee Chair Freiburg requested a committee meeting to discuss Director Campbell's annual evaluation. The meeting is set for Monday, August 5, at 10:30am, at the Watts-Midtown Branch.

Planning & Community Relations – Dr. Yolanda Grandberry-Pugh
Director Campbell announced that the internal strategic planning team is ready to bring some information to the Board Planning & Community Relations Committee. Committee Chair Dr. Grandberry-Pugh set the meeting for Monday, July 29, at 11:30am, at the Downtown Library.

Foundation Updates – *Kathy Lelonek*
- Next Meeting: August 8, 2024 at 4:00pm at the Downtown Library.
- Foundation Director Lelonek thanked everyone on the Board for their help and generosity at the recent Food for Thought event. Feedback has been great, and the Foundation raised over $8,000 for the Library.
- The next fundraising event will be Saturday, August 24, at the Watts-Midtown Branch from 5 – 8pm, and will feature an old-fashioned BBQ cookout, from Board member, Eudell Watts III, and his family.

Administrator Reports
- The Board read through the Director's Report and statistics. Director Campbell highlighted the Rotary grant and the cruise raffle to benefit the library. Statistics for programs are high, but the reading part of the Summer Reading Challenge are lower than last year. It could be due to paper logs not being inputted yet. She advised that staff will know more after the program is over and we evaluate all components.
- Milan Blackhawk Area Public Library District
    - Next Regular Meeting: July 25, at 4pm, at the Southwest Branch

Unfinished Business
- Art Curation Project – No updates at this time.
- *Motion to approve the new Attendance Policy (VV) – No updates at this time.

New Business
- Capital Improvement Projects for CY 2025 – Director Campbell advised that all capital improvement projects submitted in previous years will remain on the schedule for Council to consider. Trustee Dr. Grandberry-Pugh suggested adding some technology upgrades to the Downtown Community Room.
- President Swanson made a motion to approve sending Director Campbell to the annual LibLearnX conference in Phoenix, AZ, January 23 – 27, 2025. Trustee Freiburg seconded. Without any discussion, President Swanson took a roll call vote. 7 ayes: Watts III, Dr. Grandberry-Pugh, Quarles, Hammond, Freiburg, Russell, and Noon. No nays. 1 Absent. Motion passes. Director Campbell thanked the Board.

*Represents a potential voting item

- President Swanson made a motion to approve the Memorandum of Understanding (MOU) for the CDBG-funded, first-floor restroom renovation project at the Downtown Library. Trustee Russell seconded. Without any discussion, President Swanson took a roll call vote. 7 ayes: Watts III, Dr. Grandberry-Pugh, Quarles, Hammond, Freiburg, Russell, and Noon. No nays. 1 Absent. Motion passes.

Information Sharing
- Board Contact Info & Terms
- Unique Management Reports
- Per Capita Award Letter for FY2025
- Picture of Parking Lot sign

Executive Session – *not needed.*

Announcements
- Next Board Meeting – August 20, 2024 at 5pm, Downtown Library
- Trustee Watts III made an announcement that the Breakfast Optimist Club has money to give to families of youngsters with medical issues, particularly cancer, to help out with treatment costs. See him if you need an application for a family.

Adjournment
With no further business, President Swanson adjourned the meeting at 5:52pm.

Respectfully submitted,
Angela Campbell
Library Director

Represents a potential voting item