

**Rock Island Public Library Board Meeting Minutes**  
**Tuesday, November 19, 2024**  
**5:00 p.m.**  
**Rock Island Public Library – 2nd Floor, Downtown Library**

**Meeting Facilitator:** Jenni Swanson

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

**Attendance:** Deborah Freiburg, Jacki Nelson,, Aleatha Quarles, Dr. Yolanda Grandberry Pugh, Elizabeth Russell, Nick Hammond, Eudell Watts III; Angela Campbell, Library Director; Kayla Steffen, Business & Facilities Director; Kathy Lelonek, Foundation Director; Lisa Lockheart, Publicity & Outreach Liaison; Christina Nobiling, Circulation Director; Rob Bagous, HR Director

**Absent:** Jo Noon

**Public Comment:** None.

**Approval of Minutes:**

Trustee Freiburg made a motion to approve the October 15, 2024 Board of Trustees minutes. Trustee Nelson seconded the motion. President Swanson took a voice vote. All ayes, no nays. Motion carried.

Trustee Russell made a motion to approve the November 4, 2024 Planning & Community Relations minutes. Trustee Quarles seconded the motion. President Swanson took a voice vote. All ayes, no nays. Motion carried.

**Board Education:** None. Director Campbell is awaiting the new edition of *Serving Our Public: Standards for Illinois State Libraries*.

**Correspondence:**

Comfort Carts Questions  
Thank you – Christian Science Program  
Thank you – Junior Achievement  
Thank you – Anna for being Awesome

The board reviewed and appreciated the correspondence.

**Committee Reports:**

*Finance – Jenni Swanson*

President Swanson made a motion to approve monthly bills for October in the amount of \$54,865.53. Trustee Watts seconded the motion. No discussion. President Swanson took a roll call vote. All ayes, no nays. Motion carried.

President Swanson reported that the first hearing for the budget is on December 9th at City Council. The second hearing is on December 16th. The EAV went up 8.1 percent. Director Campbell reported that the library is the only department that has a balanced budget. The library is also now included in the Downtown district, so we should receive TIFF dollars! The board is encouraged to attend council meetings to provide comments on the budget hearings.

#### *Art & Facilities – Jacki Nelson*

Trustee Nelson reported that the committee met and discussed the art curation project for all three locations. Larissa Pothoven, a previous board member, may be helpful for this project. The committee also discussed the parking lot, but the funds have not been voted on yet. Due to changes downtown, safety is the main concern at the moment for the library.

#### *Personnel & Policy – Debbie Freiburg*

Trustee Freiburg reported that the next committee meeting is on Friday, December 6, 11:30am at Watts-Midtown. She reminded everyone to complete the Director's evaluation, which will be discussed at the regular board meeting in December.

#### *Planning & Community Relations – Dr. Yolanda Grandberry Pugh*

Trustee Grandberry Pugh reported that the committee discussed the strategic plan and approved the design concept. The next meeting will be in February.

#### **Foundation Updates – Kathy Lelonek:**

Foundation Director Lelonek reported that the previous book sale raised \$2100 and had great volunteers. Tech Services Director, Kim Brozovich, will set the book sale dates for 2025. The Brissman Foundation grant application for magnifiers was not approved. The next meeting is on February 13, 2025 at 4:00pm at the Downtown Library.

#### **Administrator Reports:**

Director Campbell reported her key updates: working on the budget, LiveLearnX registration, union negotiations, master plan RFP, and researching grants. There is no lack of work to be done! She reported that the library card registrations are up 10%, and in-person visits are up 13%. The next Milan Blackhawk Area Public Library District meeting will be on January 23, 2025 at 4pm at the Southwest Branch

#### **Unfinished Business:**

1. Art Curation Project – The project was discussed at the Arts & Facilities Committee meeting, and the committee is researching multiple avenues with local artists.
2. Changes to committee assignment - None.

3. Ad-hoc Technology Committee – Trustee Hammond is the chair of the committee. He reported that the wifi speed is now doubled with the same service provider with no extra charge. IT claims that the library’s hardware is the cause of slow speeds, and Hammond plans to investigate this further. Trustee Quarles and President Swanson volunteered to join the committee.

#### **New Business:**

1. Trustee Grandberry Pugh made a motion to approve the regular Board of Trustees meeting schedule for 2025. Trustee Freiburg seconded the motion. No discussion. President Swanson took a voice vote. All ayes no nays. Motion carried.

2. Trustee Russell made a motion to approve the Program Partnership and Facility Rental Agreement with the Bucktown Americana Music Show. Trustee Nelson seconded the motion. Discussion: Director Campbell ran the contract by the city attorney and she approved the verbiage. The trial run is in May. If the trial period is successful, the contract will be extended. President Swanson took a roll call vote. All ayes, no nays. Motion carried.

3. Trustee Nelson made a motion to close the Watts-Midtown Branch at 6pm the day before Thanksgiving. Trustee Freiburg seconded the motion. President Swanson took a roll call vote. All ayes, no nays. Motion carried.

4. Trustee Grandberry Pugh made a motion to approve the 2025-2030 Library Strategic Plan. Trustee Quarles seconded the motion. No discussion. President Swanson took a roll call vote. All ayes, no nays. Motion carried.

5. Discussion of quarterly door counts – The board reviewed the gate counter statistics. The board compared Watts-Midtown to the previous 30/31 branch. 30/31 had on average 40% of Downtown’s numbers. Programs at Watts-Midtown have increased its statistics positively.

#### **Information Sharing:**

- Board Contact Info & Terms – On April 30th 2025, Trustee Watts, Trustee Freiburg, and President Swanson’s terms expire. Trustee Watts has served the maximum number of years on the board. Contact the mayor if interested in taking Trustee Watts’s spot. Trustee Freiburg is still deciding on renewing her term.
- Board Standing Committees– The Nominating Committee meets in April and will vote in May.
- Unique Management Reports
- Director FOIA & OMA Training Certificates
- Southwest 50th Anniversary Banner Signatures/Comments - kudos to Lisa!
- ILA Reports from Campbell & Simmons
- City of Rock Island Assessed Value - Original estimate was 7.69%, actual is 8.15%

**Executive Session** – Trustee Freiburg made a motion to enter closed session, per 5 ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their

representatives, or deliberations concerning salary schedule for one or more classes of employees. Trustee Nelson seconded the motion. No discussion. Motion passed. The board entered closed session at 5:26pm.

Trustee Watts made a motion to reopen the meeting. Trustee Russell seconded the motion. The meeting was reopened at 5:50pm.

**Announcements:**

Next Board Meeting – December 17, 2024 at 5pm, Downtown Library

**Adjournment:** President Swanson adjourned the meeting at 5:50pm.

Respectfully submitted,  
Kayla Steffen  
Business & Facilities Director