

**Rock Island Public Library Board
Art & Facilities Committee Meeting Minutes
November 19, 2024
4:00 p.m.
Downtown Library Community Room, 2nd Floor**

Meeting Facilitator: Jacki Nelson

Call to order: Trustee Nelson called the meeting to order at 4:02pm

In Attendance: Jenni Swanson, Jacki Nelson, Eudell Watts III, Deborah Freiburg, Elizabeth Russell; Angela Campbell, Library Director; Kayla Steffen, Business & Facilities Director

Public Comment: None.

Old Business:

1. Art Spaces at library locations
 - a. Director Campbell recommends the STAS Picture Hanging Systems (picturehangingsystems.com) for the art curation project.
 - b. The committee discussed who would be responsible for finding a curator. Director Campbell's concern is lack of funds and staffing. Trustee Nelson reported that QC Arts is hiring a new director, so there could be a potential partnership with them down the road. Trustee Russell reported that Larissa Pothoven at the Putnam may be a valuable voice in this conversation. Trustee Freiburg suggests obtaining a grant. Director Campbell is open to the possibility of using program and collection funds for the art curation project.
2. Parking lot renovations
 - a. CIP dollars may be used to resurface the Downtown Lot, although it has not been voted on yet.
 - b. The committee discussed using reserve funds to cover the costs of the south parking lot, and they are willing to do so. Business & Facilities Director, Steffen, reported that Luke Vanlandegen from Public Works assessed the parking lots and suggested doing both lots at the same time.

New Business:

1. Director Campbell gave an update on the ADA Restroom Renovation project. Included in the board packet was the drafted design of the new bathrooms, provided by architect Jeff Dismer. The bids will be opened on December 18th, so the library will know by EOY if bids are within the awarded CDBG amount, or if additional funding will be needed.

2. Director Campbell is working on the master planning RFP, which is set to be released next year.

3. Regarding potential grants, the Public Library Construction Grant is a goal. Steffen attended an informational session covering basics of the grant.

4. Steffen reported that when she met with Luke Vanlandegen about the parking lot, he suggested joining the city's landscaping contract. This contract is more expensive than our current contract, but offers more services. Better landscaping could assist in the library's safety efforts. The library's current landscaping contract ends in July 2025. The committee is willing to consider joining the city's contract next year. The committee appreciates the continuity with the city that the new contract would offer.

5. The committee discussed the library's safety concerns due to the increase of homelessness and human waste incidents. Director Campbell reported that she met with the city's Risk Manager regarding these issues. The library staff completes bloodborne pathogen training each year, and quarantine kits are available at the circulation desk. Library management is meeting with Officer McCloud on November 20th to discuss the concerns. The 2nd floor and south entrance tend to be problem areas. President Swanson reminded the committee that they can create a voting item to close the 2nd floor to the public. Trustee Watts suggests having patrons obtain permission, or "check-in" to use the 2nd floor. He also suggests exterior lockers for patrons with luggage. The committee discussed how the Davenport Library has similar issues, but has an on-site social worker and different policies. A social worker on-site would assist with more than just homelessness - they could help with mental health issues, refugees, and training staff. During the bathroom renovations, there will only be 3 single stall restrooms available in the building. Due to this, and safety precautions, Director Campbell suggests that the Downtown location is temporarily closed for a few hours/days, while offering the Bookmobile in the parking lot for pick up and returns. Patrons may also use the branches.

Closed Session: None.

Information Sharing: Director Campbell and Foundation Director, Kathy Lelonek, discussed the debt owed for the Watts-Midtown branch. The remaining balance is \$400k and the interest rate is very high. The committee recommends that we pay it off with unrestricted funds to avoid interest. Trustee Watts suggests contacting pledges to renew for another year. This will be discussed at the next Foundation meeting.

Announcements: None.

Adjournment: The meeting was adjourned at 4:32pm.

Respectfully submitted,

Kayla Steffen
Business & Facilities Director