

Rock Island Public Library Board Meeting Minutes

February 15, 2022

5:00 p.m.

Rock Island Public Library – 2nd Floor, Downtown Library & via Teleconference

Type of Meeting: Regularly Scheduled Board Meeting

Meeting Facilitator: Eudell Watts III

Call to Order: President Eudell Watts III called the meeting to order at 5:04pm.

Attendance: Karen Phillips, Jo Noon (Via Teleconference), Deborah Freiburg, Elizabeth Russell (Via Teleconference), Jacki Nelson, Jenni Swanson, Dr. Yolanda Grandberry Pugh (arrived at 5:22pm); Angela Campbell, Library Director; Lisa Lockheart, Publicity/Outreach Liaison; Malachi Kohlwey, Business Office & Facilities Director; Sam Baugous, RIHS Teen Advisory Member.

Absent: Pat Mahar, Kathy Lelonek, Foundation Director.

Public Comment: None.

Approval of Minutes: The Board reviewed the meeting minutes of January 18, 2022. Without any additions or corrections, President Watts advised the minutes be approved as written.

Board Education: Director Campbell discussed Chapters 3 and 4 of the *Serving Our Public IL Public Library Standards* and asked if the board had any questions. Karen Phillips asked if Library employees could go to conferences; Director Campbell advised that they can and the Library has a small amount budgeted for those occurrences; however, the cost of attending a conference has to be below \$100.00. Additionally, Karen Phillips asked about improving the appearance of the Downtown Library's South Entrance; Director Campbell advised that improving the South Entrance is included in the Library's Strategic Plan.

Correspondence:

- Thank you for Taña's help
 - Board Members commented how exciting it is to have new staff members doing great.
- Thank you for Carol Anne and Outreach

Committee Reports

Finance – Jenni Swanson

Jenni Swanson made a motion to approve monthly bills for January in the amount of \$ 106,686.27. Karen Phillips seconded. Karen Phillips asked about the \$50,000 payment to JCI; Director Campbell

advised that it is another contract payment for the ongoing Library HVAC project. After no further discussion, President Watts took a recorded vote: 6 ayes – Phillips, Noon, Freiburg, Russell, Nelson, Swanson; 0 nays, motion carried.

Buildings and Grounds – Pat Mahar

Business Office & Facilities Director Kohlwey advised that the Library staff is currently working with the Watts Midtown Library architects and construction management team for the interior design. Additionally, the design will be presented to the board for approval at a future board meeting.

Personnel & Policy – Debbie Freiburg

Director Campbell advised that the Personnel & Policy Committee set a meeting in the early spring to review quarterly policy revisions.

- The Personnel & Policy Committee agreed to set a meeting on April 7, 2022 at 1pm.

Planning & Community Relations – Karen Phillips

No report from this committee; however, Director Campbell advised that she will be presenting the Strategic Plan to City Council on February 28, 2022.

Art – Pat Mahar

No report from this committee.

Foundation – Kathy Lelonek

Director Campbell provided an update on the Capital Campaign. The campaign is at 97% of its fundraising goal. The Foundation is planning to host a fundraiser for the Watts Midtown Library. Additionally, the Foundation pledged their Birdies for Charity funds to the Library to aid in the efforts to make the Library fine-free! The next meeting of the Foundation Board will be May 12, 2022 at 4pm at the Downtown Library.

Administrator Reports

Director's Reports & Statistics – Director Campbell advised that the construction management team for the Watts Midtown Library is currently examining bids for the construction project and is reaching out to additional vendors in hopes of receiving more competitive bids. Additionally, Director Campbell added that we were gifted a slightly used exterior book drop from the East Moline Public Library that the Library plans to use at the new Library.

Milan Blackhawk Area Public Library District

Director Campbell advised that the next Milan Blackhawk Board meeting is on April 28, 2022 at 4pm at the Southwest Library.

Unfinished Business

1. COVID Mitigation Efforts – Discussion/updates – Director Campbell advised that due to the State of Illinois’s plan to lift the mask mandate for the majority of businesses, the board can decide what the Libraries’ path is moving forward. The board discussed the mask mandate, second-floor access, room reservation availability, and library hours. After no further discussion, the board decided that beginning Monday, February 28, 2022, masks are no longer mandated in the Library, the second floor of the Downtown Library will be open to the public, and Community Rooms will be allowed to be reserved by the public. Additionally, the board decided to keep the Libraries hours the same and revisit the hours discussion once the Watts Midtown Library is set to open.
2. South Entrance Parking Lot – Business Office & Facilities Director Kohlwey advised that the Library has sent over its second offer to procure the South Parking Lot and is currently waiting to hear back from the property owner.

New Business

1. Karen Phillips made a motion to approve the CY 2023 Statement of Fund Requirements for the “4-10 Report,” as written. Dr. Yolanda Grandberry Pugh seconded. President Watts took a recorded vote: 7 ayes – Phillips, Noon, Freiburg, Russell, Nelson, Swanson, Grandberry Pugh; 0 nays, motion carried.
2. Jenni Swanson made a motion to approve the Illinois Public Library Annual Report (IPLAR) for 2022. Karen Phillips seconded. President Watts took a recorded vote: 7 ayes – Phillips, Noon, Freiburg, Russell, Nelson, Swanson, Grandberry Pugh; 0 nays, motion carried.
3. Eudell Watts III, Jenni Swanson, and Debbie Freiburg are all willing to serve on the Library Board for another term. Director Campbell will recommend all (3) members to be re-appointed by Rock Island Mayor Mike Thoms.

Information Sharing

- Unique Management Report
- Master Agenda Updates for 2022
 - Director Campbell advised that the master agenda was updated to allow for the Library Board to complete the Director’s performance evaluation in December instead of January.
- Mobile Library Article

***Closed Session – Not needed**

Announcements:

- Jenni Swanson told two stories of how great the service was from the Mobile Library driver, Rich and other Library employees.

- Dr. Yolanda Grandberry Pugh discussed the career day event at the Rock Island High School on March 30, 2022. The event has the goal of motivating and boosting the morale of the students at Rocky. They currently have 49 total volunteers but are looking for more. If you know anyone who is interested, please let Dr. Yolanda Grandberry Pugh know!
- Publicity/Outreach Liaison Lockheart advised that the new Library website is set to be rolled out on Monday, February 21, 2022. Additionally, Publicity/Outreach Liaison Lockheart will be providing training for Library staff on that day.
- Jenni Swanson and Director Campbell advocated for the Read United campaign through the United Way. The program has a goal of improving the reading proficiency of third-graders in the area.
- Director Campbell advised that the Libraries will be closed on Monday, February 21, 2022 for the Library staff development day.

Adjournment – President Watts adjourned the meeting at 5:43pm.

Next meeting is Tuesday, March 15, at 5:00pm, on the 2nd Floor of the Downtown Library.

Respectfully submitted,
Malachi Kohlwey, Business Office & Facilities Director