

Rock Island Public Library Board Meeting Minutes
March 16, 2021
5:00 p.m.
Rock Island Public Library – 2nd Floor, Downtown Library

Call to Order: Eudell Watts III called the meeting to order at 5:00 p.m.

Attendance: Karen Phillips (teleconference); Jo Noon; Debbie Freiburg (teleconference – arrived at 5:30pm); Holly Sparkman, Elizabeth Russell (teleconference); Jacki Nelson; Jenni Swanson (teleconference); Angela Campbell, Library Director; Kathy Lelonek, Library Foundation Director; Lisa Lockheart, Publicity/Outreach Liaison.

Absent: Pat Mahar

Public Comment: The public had the opportunity to comment in-person, via teleconference or phone, or via email. No public comment was received.

Approval of Minutes: The Board reviewed the minutes of the February 16, 2021, meeting. Without any additions or corrections, President Watts III advised the minutes be approved as written.

Board Education: None

Correspondence: Correspondence was included in the board packet.

Committee Reports:

Finance –

- Jenni Swanson presented the bills. Karen Phillips made a motion to approve the February bills in the amount of \$21,635.05. Holly Sparkman seconded. With no discussion, President Watts took a recorded vote. 6 Ayes – Swanson, Phillips, Nelson, Noon, Russell, and Sparkman; no nays. Motion carries on a recorded voted.

Buildings and Grounds – Pat Mahar/Karen Phillips

- No report from the Committee.

Personnel & Policy – Debbie Freiburg

- Director Campbell presented the five policies up for renewal. Holly Sparkman made a motion to approve the policy statements; Jacki Nelson seconded. Director Campbell answered a clarifying question about the defined age in the Unattended Child policy, stating that it is there as a deterrent for loitering by underage people without supervision. President Watts took a recorded vote. 6 Ayes – Swanson, Phillips, Nelson, Noon, Russell, and Sparkman; no nays. Motion carries on a recorded voted.

- Karen Phillips made a motion to approve the Telecommuting Policy for non-affiliated employees. Elizabeth Russell seconded. The Board agreed that this was a good way to move forward with telecommuting, even without a pandemic. President Watts took a recorded vote. 6 Ayes – Swanson, Phillips, Nelson, Noon, Russell, and Sparkman; no nays. Motion carries on a recorded vote.

Planning & Community Relations – Holly Sparkman

- Holly Sparkman announced that the survey results were emailed to all the Board members a few weeks ago, and asked for Board reactions. She invited Lisa Lockheart to speak about the results, to which she responded that they are very helpful for our strategic planning purposes. Lockheart went on to say that there weren't any huge surprises, and that the results verified what we've been hearing as a staff – that people really want their central library.
- The Committee has another scheduled in-person meeting for April 8, at 11am.

Art Committee - Pat Mahar/Jo Noon

- No report from this committee.

Foundation:

Foundation Director Lelonek reported that the Capital Campaign is going extremely well. The quiet portion of the campaign has now reached 73% of its total fundraising goal. The campaign will go public once 85% is reached. They are currently at the Pacesetting Stage, soliciting donations for \$25k – 100k. She thanked the numerous volunteers working on the project, stating they are “amazing!” The PR Task force will be meeting soon to discuss upcoming talking points.

Administrator Reports:

- Director Campbell provided a report on the state of the library in the board packet, in addition to monthly statistics. She stated that statistics are looking up already! She also thanked Kellie for her service.
- The next meeting of the Milan-Blackhawk Area Public Library District is scheduled for April 22, 2021, at 4pm, at the Southwest Library.

Unfinished Business:

- Long Range Planning – updates
 - Updates were included in the Foundation Director's report.
 - Director Campbell, Jenni Swanson, and Jacki Nelson provided a brief update regarding the Facility Collaboration Task Force meeting, which happened via Zoom on March 4, 2021.
 - A newly created committee, the “Lease & Capital Reinvestment Task Force” will be getting together soon to discuss the logistics of the lease and budget. Director Campbell will be meeting with Mark Schwiebert to discuss the lease document. He is not only a

tri-chair of the fundraising committee, but also a very dedicated Library Foundation Board member and library supporter. The library also needs a Library Board member to serve on this committee. Due to Debbie's absence, she was nominated to be on this committee. 😊 President Watts said he would do it if Debbie was unable.

- Library Locations' Hours – updates
 - Staff continue to maintain safe work environment. No change in hours or services is requested at this time. The Board discussed the hours and agreed to take it month-by-month. There is some desire that the library be open at least a few evenings per week. This may be possible next fall when school is again in-person.
 - On the bright side – many staff have already received their first dose of the vaccine.

New Business:

- The Board reviewed the purge list. Elizabeth Russell made the motion to approve the disposal of surplus property. Jacki Nelson seconded. The Board discussed the process for purging the items. Director Campbell explained that, by law, items must be offered to the City first. If there is no use for the items, then they are auctioned off to employees and the Board. There is definitely some interest on the Board for the large boardroom table, in case no one in the City wants it. President Watts took a recorded vote. 7 Ayes – Swanson, Phillips, Nelson, Noon, Freiburg, Russell, and Sparkman; no nays. Motion carries on a recorded vote.

Information Sharing (items included in packet):

- Energy Performance Project Meeting Notes
- Staff in-service evaluations (All very positive!)
- 2021 State Library Certification
- 2020 Library Outcomes Report (Great job to Lisa for producing the document!)
- Community Comforts Drive Updates (Amazing response, with all items going to Heart of Hope outreach services)

Announcements:

None.

Adjournment – With no further business, President Watts III adjourned the meeting at 5:40 p.m.

Respectfully submitted,
Angela Campbell, Library Director