

Rock Island Public Library Board Meeting Minutes
April 18, 2023
5:00 pm
Rock Island Public Library – 2nd Floor, Downtown Library

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 5:00 pm.

Attendance: Karen Phillips, Elizabeth Russell, Jo Noon, Pat Mahar, Dr. Yolanda Grandberry Pugh, Jenni Swanson, Deborah Freiburg; Angela Campbell, Library Director; Lisa Lockheart, Publicity/Outreach Liaison; Malachi Kohlwey, Business Office & Facilities Director; Kathy Lelonek, Foundation Director

Absent: Jacki Nelson; Sam Baugous, RIHS Teen Advisory Member

Public Comment: None.

Approval of Minutes: The Board reviewed the meeting minutes of February 21, 2023, the Nominating Committee meeting minutes of February 21, 2023, the Building and Grounds Committee meeting minutes of March 24, 2023, and the Personnel and Policy Committee meeting minutes of April 12, 2023. Without any additions or corrections, President Watts advised the minutes be approved as written.

Board Education: Director Campbell presented Chapters 4 and 5 of the *Serving Our Public IL Public Library Standards*. Director Campbell asked if the Board had any questions. Karen Phillips asked if the Library has a capital asset replacement schedule; Director Campbell and Facilities Director Kohlwey advised that the Library does have a spreadsheet that lists all capital equipment with its replacement schedule.

Correspondence: Eudell Watts III thanked all of the patrons, staff, and organizations that sent in letters and discussed that the amount of positive correspondence shows how well staff are doing.

Committee Reports

Finance – Jenni Swanson

Jenni Swanson motioned to approve monthly bills for February in the amount of \$ 261,524.65 and March in the amount of \$ 157,332.87. Debbie Freiburg seconded. Jenni Swanson advised that the Library paid for furniture and acoustical panels for the Watts-Midtown Library project in February and March. After no further discussion, President Watts took a recorded vote: 7 ayes – Mahar, Grandberry Pugh, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.

Buildings and Grounds – Pat Mahar

Pat Mahar and Facilities Director Kohlwey advised that the Building and Grounds Committee met on March 24, 2023, and discussed the Terrace furniture for Watts-Midtown and creating an RFQ for the Downtown Library. Additionally, Facilities Director Kohlwey advised we are waiting to hear back from the property owners' lawyer regarding the next steps for the South Parking Lot.

Personnel & Policy – Debbie Freiburg

Debbie Freiburg advised that the Personnel and Policy Committee met on April 12, 2023, and discussed policy and Board Bylaw revisions and the Directors temporary succession plan.

Planning & Community Relations – Karen Phillips

No report from this committee. Director Campbell advised that the Planning and Community Relations Committee will set a meeting to discuss community support once the Library is further along in the RFQ process.

Art – Pat Mahar

The Art Committee set a meeting for May 1, 2023, at 4:00 pm at the Watts-Midtown Library. The committee will discuss art for the Watts-Midtown Library and the Art Policy, including having art shown in the Library, the ability to sell art, and insurance for the art.

Foundation – Kathy Lelonek

Foundation Director Lelonek advised that the Food for Thought event will be at Iconic on June 15, 2023, from 5-8 pm. The Foundation is holding a fundraiser that sells a name engraved plate on the auditorium seats at Watts-Midtown for \$300.00 apiece. Additionally, in conjunction with the Library's 150th capstone event on November 4, 2023, the Foundation is organizing an art collaboration with local artists who are donating their time to decorate book ends that will be auctioned off at the event. The next meeting of the Foundation Board will be May 18, 2023, at 4:00 pm at the Downtown Library.

Administrator Reports

Director's Reports & Statistics – Director Campbell advised that the Downtown Library will begin hosting the monthly book sale on April 28, 2023, from 10 am to 1 pm! Additionally, Director Campbell has been working on grant applications to find additional funding to help cover the costs of the Library going Fine Free. Director Campbell added that the Library will not purchase laptops to circulate, which was listed as a task to fulfill the Transformative goal in the Strategic Plan; the Library staff has not received patron interest in the potential circulation of laptops. Director Campbell asked if the Board had any questions. Karen Phillips added that she was happy with the continued increase in Library stats!

Milan Blackhawk Area Public Library District

Director Campbell advised that the next Milan Blackhawk Board meeting is on April 27, 2023, at 4:00 pm at the Southwest Library. Additionally, Director Campbell added that the Milan-Blackhawk Board will be holding its Decennial Committee meeting on April 27, 2023, at 3:30 pm and asked the Board to invite any Milan or Blackhawk Township residents that they know to attend the meeting.

Unfinished Business

1. Facilities Director Kohlwey provided an update on the South parking lot during the Building and Grounds committee discussion.

New Business

1. Jo Noon motioned to waive the Behavior Policy's alcohol restriction regulation at the Watts-Midtown Branch on Saturday, June 24, 2023, for the Major Donor Celebration. Debbie Freiburg seconded. After no further discussion, President Watts took a recorded vote: 7 ayes – Mahar, Grandberry Pugh, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.
2. Debbie Freiburg motioned to approve all of the Library policy revisions that were recommended by the Personnel & Policy Committee. Karen Phillips seconded. After no further discussion, President Watts took a recorded vote: 7 ayes – Mahar, Grandberry Pugh, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.
3. Jenni Swanson motioned to approve the Hardship Assistance and Records Retention policies. Karen Phillips seconded. Director Campbell advised that the Hardship Assistance policy was created to provide Library account assistance to patrons who fall under hardship. After no further discussion, President Watts took a recorded vote: 7 ayes – Mahar, Grandberry Pugh, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.
4. Debbie Freiburg motioned to approve removing the Code Adam Policy and moving it to the Library Disaster/Emergency Manual. Jo Noon seconded. Director Campbell advised that the Code Adam Policy is a list of procedures for staff, which belongs in the Disaster/Emergency Manual. After no further discussion, President Watts took a recorded vote: 7 ayes – Mahar, Grandberry Pugh, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.
5. Karen Phillips motioned to approve the rotating sculpture placement at the Downtown Library, in conjunction with the City CED Department and Quad City Arts. Dr. Yolanda Grandberry Pugh seconded. After no further discussion, President Watts took a recorded vote: 7 ayes – Mahar, Grandberry Pugh, Freiburg, Phillips, Noon, Swanson, Russell; 0 nays; motion carried.
6. The motion to approve the Intergovernmental Agree with Illinois Libraries Present, to continue offering monthly national author talks was deleted from the Agenda.
7. The Board reviewed the Temporary Succession Plan and advised to have the management staff cover Director Campbell's duties during her temporary absence. The Board wished Director Campbell the best and a quick return!
8. The Board reviewed the Bylaw Changes. Director Campbell advised that the Library IDEA committee wanted to add a statement that shows the Board embraces its standards. Additionally, Director Campbell advised that a statement was added regarding Open Meetings Act Training and the combining of the Building and Grounds and Art Committees are proposed. The Board discussed the changes and will vote on the revised Board Bylaws at the May 16, 2023, Board meeting.

Information Sharing

- Unique Management Reports
- Librarians agree: Just say 'no' to book bans Article

***Closed Session – Not needed**

Announcements:

- Director Campbell advised that the Staff Appreciation Day food event is on Tuesday, April 25, 2023. The Board discussed what they would all be bringing to celebrate staff.
- Director Campbell advised that staff is looking into partnering with the Communities Responding to Extreme Weather (CREW) organization to become a climate resilience hub.
- President Watts III thanked the Board for their hard work and dedication, and that he was honored to serve as the president for the past few years, but looks forward to being a board member beginning in May.

Adjournment – President Watts adjourned the meeting at 5:50 pm.

The next meeting is Tuesday, May 16, at 5:00 pm, on the 2nd Floor of the Downtown Library.

Respectfully submitted,
Malachi Kohlwey, Business Office & Facilities Director