

***Rock Island Public Library Board***  
***Meeting Agenda***

January 15 2019

5:00 p.m.

Downtown Library – 2<sup>nd</sup> Floor, Director’s Office

Type of Meeting: Monthly Board Meeting

Meeting Facilitator: Eudell Watts III

Invitees: Karen Phillips, Pat Mahar, Kevin Koski, Virgil Mayberry, Jacki Nelson, Elizabeth Russell, Nancy Coin, Holly Sparkman

- I. Call to order
- II. In Attendance
- III. Public Comment
- IV. Approval of minutes from December 18 2018 – send to City Clerk
- V. Board Education:
  1. Per Capita FY20 Requirements
  2. Municipal Minute – Professional Services Act
- VI. Correspondence
- VII. Finances and Board Member Reports
  - a) Finance - Kevin Koski
    1. \*Motion whether or not to approve monthly bills for December for a total of \$43,277.66. (RC)
    2. Quarterly Financial Statements – updates
    3. New Calendar Year Begins
  - b) Buildings and Grounds – Pat Mahar  
Met January 9 2019:
    1. \*Motion whether or not to approve award of Downtown Library AV Upgrade Project to Tri-City Electric Co., in the amount of \$49,005.00, pending funding. (RC)
    2. \*Motion whether or not to approve award of Downtown Library 2nd Floor Renovation Project to Valley Construction, in the amount of \$172,360(base \$152,230; contingency \$20,130), pending funding (RC)
    3. \*Motion whether or not to approve release of assigned reserve funds to be used for the Downtown Library AV Upgrade and 2<sup>nd</sup> Floor Renovation Projects. (RC)
    4. \*Motion whether or not to approve a CY19 budget adjustment in the amount of \$350,000.00; thereby transferring monies from the Library’s assigned reserve fund to the Library’s revenue and expense general ledger accounts. (RC)

c) Personnel & Policy - Kevin Koski

Met January 9 2019:

1. Director's Evaluation (February 19 2019 – Board Meeting 4pm) - updates

2. Schedule February Meeting – Car Allowance and Wage Act Amendment

d) Planning & Community Relations - Nancy Coin

e) Art Committee - Pat Mahar

f) Foundation - Next meeting February 14, 2019

VIII. Administrator Reports

a) Director's Report & Statistics

b) Milan-Blackhawk Area Public Library District - Next Meeting January 24, 2019

IX. Unfinished Business

a) \*Long Range Buildings Planning - updates

X. New Business

a) \*Motion whether or not to amend the 3% General Wage Increase, from the September 18, 2018, Board meeting, to align with the City's 1.66% General Wage Increase for library non-affiliates. (RC)

b) Discussion of contracting with and cost of legal (if needed) and appraisal firms for the sale of 30/31 Library. (RC)

c) \*Motion whether or not to approve CY20 Statement of Fund Requirement(4-10 Annual Report) (RC)

XI. Information Sharing

a) Board Member Contact Information - updates

b) Standing Committees Information - updates

c) 2019 City Council Meetings

d) Wage & Salary Study Report

e) Policy Checklist – updates

f) City Council Study Session – Library's Annual Report – February 25, 2019; Time TBD.

XII. \*Closed Session (RC)

XIII. Announcements

a) Eudell Watts to Cater 8/5/19 Staff Appreciation Event.

XIV. Adjournment

\*Represents a voting item