

Rock Island Public Library Board Meeting Minutes
Tuesday, November 21, 2023
5:00 p.m.
Rock Island Public Library – 2nd Floor, Downtown Library

Type of Meeting: Regularly Scheduled Board Meeting

Attendance: Jenni Swanson, Karen Phillips, Pat Mahar, Jo Noon, Deborah Freiburg, Elizabeth Russell, Dr. Yolanda Grandberry Pugh, Eudell Watts, III; Angela Campbell, Library Director; Kathy Lelonek, Foundation Director; Kayla Steffen, Business & Facilities Director; Maryam Alhamdan, RIHS Student Advisor.

Absent: Jacki Nelson

Public Comment: None

Approval of Minutes: Trustee Eudell Watts III made a motion to accept the October 17, 2023, minutes as presented. Trustee Dr. Yolanda Grandberry Pugh seconded. With no further discussion, President Swanson took a voice vote. All ayes, no nays. Motion carries.

Board Education: Director Campbell circulated slides from a recent webinar, “Social Media & Libraries: Keeping it Legal,” prepared by Julie Tappendorf of Ancel Glink law firm that explained OMA, FOIA, Records Retention, Copyright Laws, and First Amendment considerations regarding social media.

Correspondence: The Board reviewed the three items submitted, including a book return complaint, a thank you and donation, and a comment and pictures about a display.

Committee Reports:

Finance - Jenni Swanson

President Swanson made a motion to approve monthly bills for September in the amount of \$44,524.99. Trustee Phillips seconded. With no further discussion, President Swanson took a recorded vote: 7 ayes: Phillips, Noon, Freiburg, Watts III, Grandberry Pugh, Russell, and Mahar., 0 nays, 1 absent: Nelson. Motion carries.

President Swanson announced that the CY 2024 budget was still being worked on by the City. At the next meeting, there would be a Truth in Taxation hearing. If all goes well, there will be a 7.66% increase for the library’s levy. The Capital Improvement Plan projects presentation is Monday the 27th. The first reading and vote of the budget ordinances is December 11, and the second is December 18th.

Art & Facilities – Pat Mahar

No meeting. Director Campbell reported on the progress of the Downtown Library’s bathroom renovation project. The CED department sent over a building official and code officer to walk through the spaces.

Director Campbell had an architect take a look. The Library is hoping to apply for Community Development Block Grant funds to help with the project, which could cost much more than the Board has earmarked. More information will be forthcoming.

Personnel & Policy – Debbie Freiburg

The Personnel & Policy Committee met one-hour prior to the Board meeting. It was decided they would later postpone the vote on the Library Director's review.

Director Campbell gave an overview of the changes coming with the Paid Leave for All Workers Act in January. The biggest change for the library will be allowing time off requests for probationary employees after 90 days, rather than 180. The library already complies with the rest of the statute.

Planning & Community Relations – Karen Phillips

Director Campbell gave an update on the December 15th "120th Birthday Celebration." Trustee members Noon, Phillips, Swanson, Nelson, Freiburg, Watts III, and Alhamdan are able to make it for the majority of the time. Trustee Mahar also has some availability. President Swanson asked about inviting the PALS group to help out. Director Campbell will do so once specific tasks are determined.

Foundation Updates

Foundation Director Lelonek began her update by thanking everyone for helping out at the "Nifty at 150" fundraiser. It was a success, raising additional funds for the library. More importantly, new people were in attendance.

Also announced was that the Foundation received additional funds from the Woodward Trust, which will be distributed over the next three years.

Finally, Lelonek announced that Birdies for Charity raise more than \$10,000, which earned an additional \$800 in bonus funds from the John Deere Foundation.

The next meeting of the RIPL Foundation is February 8, at 4pm.

Administrator Reports

Director Campbell reviewed her monthly operations report. Things are very busy, reflected in the uptick in all statistics. She reminded the group that the next Milan Blackhawk Area Public Library District board meeting is January 25, at 4pm, at Southwest Branch.

Unfinished Business

- Director Campbell did not have an update on the South Parking Lot. It is her understanding that the lawyers are still working on a closing date.
- Director Campbell reminded the Board that the Art Curation project would be revisited in January.

New Business

- Trustee Freiburg made a motion to approve the holiday closings list for CY 2024. Trustee Phillips seconded. Director Campbell explained that Juneteenth was on the list this year, but that it is an unpaid closing. She said staff would be able to make up the hours throughout the week, use earn-time, or go unpaid. She said she expects this to be a topic during negotiations next year. With no further discussion, President Swanson took a voice vote. All ayes, no nays. Motion carries.
- Trustee Russell made a motion to approve the Board of Trustee meeting times for CY 2024, and to submit these to the City Clerk. Trustee Freiburg seconded. With no further discussion, President Swanson took a voice vote. All ayes, no nays. Motion carries.
- Trustee Phillips made a motion to approve sending two library staffers to the Public Library Association Conference in Columbus, Ohio, from April 1 – 6, 2024. Trustee Noon seconded. Director Campbell explained that she and another manager will more than likely be the two that go. With no further discussion, President Swanson took a recorded vote - 7 ayes: Phillips, Noon, Freiburg, Watts III, Grandberry Pugh, Russell, and Mahar; 0 nays; 1 absent: Nelson. Motion carries.
- Trustee Noon made a motion to approve sending two library staffers to the Library Marketing and Communications Conference in St. Louis, Missouri, from November 12-13, 2024. Director Campbell explained that the Publicity/Outreach Liaison would be one of the attendees, with the other to be announced. President Swanson took a recorded vote - 7 ayes: Phillips, Noon, Freiburg, Watts III, Grandberry Pugh, Russell, and Mahar; 0 nays; 1 absent: Nelson. Motion carries.
- Trustee Russell made a motion to allow the Quad City Symphony Orchestra to use the Watts-Midtown Community Room for an “Up-Close Concert” in 2024, waiving portions of the Meeting Room Rental Policy. Trustee Freiburg seconded. Director Campbell explained that the waivers would be to allow for a Sunday event that required paid tickets. By doing this, the Library will benefit from a portion of the ticket sales, as well as a presence at an additional concert during the year. President Swanson took a recorded vote - 7 ayes: Phillips, Noon, Freiburg, Watts III, Grandberry Pugh, Russell, and Mahar; 0 nays; 1 absent: Nelson. Motion carries.
- Trustee Swanson made a motion to table the 2023 Performance Evaluation of the Library Director until December 19, 2023. Trustee Noon seconded. President Swanson took a recorded vote - 7 ayes: Phillips, Noon, Freiburg, Watts III, Grandberry Pugh, Russell, and Mahar; 0 nays; 1 absent: Nelson. Motion carries.

Information Sharing – Documents included in Board Packet

1. Unique Management Reports
2. Standing Committees List (shared at each meeting)
3. Illinois Library Association Recap – Campbell
4. Illinois Library Association Recap – Lockheart

5. Master Agenda Revisions
6. PrairieCat Annual Report
7. PrairieCat User Group Conference Recap - Bacon

Executive Session – Not needed.

Announcements

- Next Board Meeting – December 19, 2023 at 5pm, Downtown Library – **Don't forget to wear a hat!**
- Downtown ornament scavenger hunt is happening now! The library is a stop, so find the train ornament and get your log signed.
- Trustee Mahar announced that there are 17 local artists being featured at the Putnam Museum for an art exhibit based on book covers! His wife has a piece in the installation based on the Armadillo Rodeo.
- Trustee Swanson reminded everyone that there are two people going off the Library Board at the end of April. Interested community members can apply to be a Board member via the City's website. The Mayor appoints library board members, with Council approval.

Adjournment

Trustee Phillips made a motion to adjourn at 5:44pm. Trustee Dr. Grandberry Pugh seconded. President Swanson took a voice vote. All ayes, no nays. Motion carries.

Respectfully Submitted by,
Angela Campbell, Library Director