

Rock Island Public Library  
Board of Trustees Meeting  
November 21 2017

The Board of Trustees of the Rock Island Public Library met at 5:03 p.m. at the Rock Island Public Library, 2<sup>nd</sup> Floor, Director's Office, with Karen Phillips, President, presiding.

Present: Mary Brodd, Kevin Koski, Elizabeth Russell, Virgil Mayberry, Jacki Nelson, and Pat Mahar

Also present were: Angela Campbell, Director; Kellie Kerns, Director Business Office/Facilities; Kathy Lelonek, RIPL Foundation Director

Absent: Eudell Watts III, and Nancy Coin

Call to Order: Karen Phillips called the meeting to order.

Public Comment: None

The Board reviewed the October 17, 2017 minutes. There were no corrections. Karen Phillips advised the minutes stand approved as written. All were in favor.

Board Education: None

Correspondence: Correspondence was presented to the Board.

Finance:

The Board reviewed and discussed bills from October in the amount of \$121,292.60.

Kevin Koski made the motion to approve October bills as presented. Mary Brodd seconded. Motion carried on a recorded vote.

Mary Brodd made the motion to approve a 2.50% GWI, effective January 1, 2018, for exempt (non union) staff. Kevin Koski seconded. Motion carried on a recorded vote, 5 AYES, 1 NAYS.

City Budget Analysis – Professional Development was presented to the Board.

CY18 Budget Schedule – updates were presented to the Board.

Building and Grounds:

Kevin Koski made the motion to approve option 3 of relocating recycling management Downtown as presented, once decision is made regarding 30/31 location. Jacki Nelson seconded. All were in favor.

Kevin Koski made the motion to approve option 1 for HVAC issue at 30/31 as presented. Mary

Brodd seconded. All were in favor.

The Board was presented with Rotunda Renovation project updates.

Personnel and Policy:

Set meeting – November 27, 2017, at 2pm; staff satisfaction survey report; Dir Eval Kevin Koski advised the drafts for the evaluation have been created. Once revised, documents will be distributed to Board members. A committee meeting will be set up in January prior to the board meeting. The satisfaction survey will be presented to the full Board at the December meeting.

Planning and Community Relations: Will need to set a committee meeting after the first of the year.

Art Committee: Illinois Heritage Magazine will feature a picture of the Koen painting.

Foundation: The Board was provided with updates on the private philanthropic campaign by Kathy Lelonek. The Foundation will meet November 28, 2017 to discuss results of a situational assessment for Library's long range plan. Board working sessions will be set up after the first of the year.

Administrator's Report:

Department Updates – Angela Campbell provided the Board with the latest department updates and statistics.

Milan Blackhawk – Will meet January 25, 2018, to conduct next year's business.

Unfinished Business:

Cynthia Lukasik book & plaque – Waiting for book selection.

County Tax/City Libraries – updates: Letter was received and acknowledged by RICO. Administration will continue to gather information.

30/31 branch – updates: Items addressed under Buildings and Grounds. Administration will continue to gather information.

RIMSD Partnership Opportunity - updates: Intergovernmental Agreement continues to be under review. Administration will continue to gather information.

Library Strategic Planning for CY18 - updates: Administration will continue to gather information.

Tri-City Jewish Center agreement - updates: Administration will continue to gather information.

OMA Training Certificate Verification Results - Certificate completion reminders were discussed.

State Per Capita Aid Reports submission - updates: Both document packets have been submitted.

Nominating Committee – reappoint slate of officers Standing Committee Assignments – Assignments were re-reviewed by Board members and will be decided at the December meeting.

Standing Committee Assignments – reassign - Assignments were re-reviewed by Board members and will be decided at the December meeting.

New Business:

Start Director’s evaluation - addressed by Personnel and Policy previously.

Board Meetings during winter months (1/16, 2/20, 3/20) – Board members were asked to email administration if not be able to attend meeting dates.

Information Sharing - The following was presented to the Board:

Master Agenda Items - updates

Board Policy Checklist - updates

PUG Conference Reports

Watts Trivia Night – updates

Acta Benedicti Write Up

Board of Trustee Contact – updates

Announcements:

Angela Campbell advised administration requested an order of protection to be served on an individual as a result of a recent incident.

Closed Session: None

Board adjourned at 6:09 p.m.

The next regular meeting of the Rock Island Library Board of Trustees will be December 19, 2017, at 5:00 p.m.

Respectfully Submitted,

Kellie Kerns

Director - Business Office & Facilities