

Rock Island Public Library Board Meeting Agenda
December 15, 2020
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), Pat Mahar, Jo Noon (teleconference), Deborah Freiburg, Holly Sparkman, Elizabeth Russell (teleconference), Jacki Nelson (teleconference), Jenni Swanson (teleconference);

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 November 17, 2020, meeting. Without any additions or corrections, President Watts III advised the minutes be approved as written.

Board Education: Director Campbell presented chapters 10 and 11 of the new *Serving Our Public 4.0: Illinois Public Library Standards* book released by the Illinois Library Association.

Correspondence: Correspondence was included in the board packet, thanking the library for different services currently being offered.

Committee Reports:

Finance – Jenni Swanson

- Jenni Swanson made a motion to approve monthly bills for November in the amount of \$33,350.48. Jacki Nelson seconded. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.
- Jenni Swanson provided an update of the City Council's budget changes for CY 2021, requiring all departments to cut another 1.5%. Swanson made a motion to approve the CY 2021 budget cuts to account for the 1.5% decrease in the library tax levy. Pat Mahar seconded. Director Campbell explained that she cut \$17,000 from the 4th Avenue Streetscape Project, which will now be funded by the Downtown TIF; and the remainder was cut from the Severance line-item. Mahar asked if the budget cuts will affect the City's Façade Program, with Swanson indicating there is still some funding for that program with TIF funds. Karen Phillips expressed her dissatisfaction about the changes affecting the library. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.

Buildings and Grounds – Pat Mahar/Karen Phillips

- Reminder of the next meeting on Monday, January 11, at 11am.

- Director Campbell alerted everyone to the Johnson Controls information included in the packet. These meeting notes will be provided for each packet, as available, to keep the Board updated on the progress of the lighting and HVAC replacement.

Personnel & Policy – Debbie Freiburg

- Reminder of the next meeting on Monday, January 11, at 12pm.
- Debbie Freiburg, with the help of Business Office & Facilities Director Kellie Kerns, has sent out the Director’s self-evaluation documents and the evaluation tool for them to fill out and return anonymously to Freiburg. These are due by January 4th, but would prefer them sooner, if possible.
- The Director’s evaluation will be following the Board meeting on January 19, 2021.

Planning & Community Relations – Holly Sparkman

- The next meeting will be on Thursday, February 11, at 11am.
- Director Campbell reported that the Staff Committee is working hard on the strategic plan and has already provided great insight.

Art Committee - Pat Mahar/Jo Noon

- Foundation Director Lelonek reported that the restored artwork for the Community Room will be hung after the room is no longer used for storage during the JCI project.

Foundation:

Foundation Director Lelonek reported that the Capital Campaign is going extremely well. Major donors are currently being solicited, and the pledged funds total more than 53% of the overall project. She reminded the group that the inner family asks are not about the amount, but the gesture. 100% participation is the goal.

Administrator Reports:

- Director Campbell provided a report on the state of the library in the board packet, in addition to monthly statistics. Karen Phillips commented that although many of the statistics were down, there were some that were up. She also commented on the diversity of the continuing education topics staff found to attend.
- The Milan Blackhawk Area Public Library District will meet on January 28, at 4pm.

Unfinished Business:

- Long Range Planning – updates
 - Updates were included in the Foundation Director’s report.
- Library Locations’ Hours – updates
 - Staff are maintaining a safe work environment. Any issues have been handled successfully. No change is requested at this time. Karen Phillips commented that she has heard that some people would like later hours, but are appreciative of the Saturday hours.

New Business:

- Director Campbell explained that the GWI for non-affiliated employees was going to be discussed at the upcoming City Council meeting. Jenni Swanson said that it could be anywhere between a 0-2% increase. Due to the fact that the number is not known, Director Campbell put it on the agenda as letting the Council choose for CY 2021. Debbie Freiburg made the motion to approve the 2021 General Wage Increase (GWI) for non-affiliated employees at the same rate determined by the City Council. Pat Mahar seconded. President Watts III took a recorded vote: 7 Ayes, Noon, Sparkman, Freiburg, Nelson, Mahar, Russell, and Swanson; and 1 Nay, Phillips. Motion passes.
- Pat Mahar made a motion to omit all staff merit increases for CY 2021. Holly Sparkman seconded. Director Campbell expressed her concerns about how demoralizing it is to withhold a pay raise during the most stressful and busiest year. However, she also stated that she understood the predicament the City was facing with the budget. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.
- It was proposed that the slate of Board Officers remain the same for 2021:
Eudell Watts III – President
Elizabeth Russell – Vice President
Jacki Nelson – Secretary/Treasurer
The slate will be voted on at the January 19, 2021 meeting.
- Pat Mahar made a motion to approve the CY 2021 non-resident card fee of \$125. Debbie Freiburg seconded. Director Campbell stated that this is a program the library voluntarily belongs to, which allows non-residents to pay for library service at a similar rate of taxpayers. The rate has remained unchanged for years. Only a handful of patrons are non-residents. President Watts III took a recorded vote: 8 Ayes, Noon, Sparkman, Freiburg, Phillips, Nelson, Mahar, Russell, and Swanson; and 0 Nays. Motion passes.

Information Sharing (items included in packet):

- 2021 Board Master Agenda
- PrairieCat Return on Investment (ROI) Statement for the Rock Island Public Library
- Story Mountain Signage for the American Doll & Toy Museum
- Energy Performance Project Meeting Notes/Updates

Closed Session: Not necessary**Announcements:**

Director Campbell reported that she will be off work sporadically over the next week, using up some vacation time during the holiday.

Adjournment – With no further business, President Watts III adjourned the meeting at 5:54 p.m.

Respectfully submitted,
Angela Campbell, Library Director