

**Rock Island Public Library Board Meeting Minutes**  
**July 18, 2023**  
**5:00 pm**  
***Rock Island Public Library – 2<sup>nd</sup> Floor, Downtown Library***

**Type of Meeting:** Regularly Scheduled Board Meeting

**Meeting Facilitator:** Jenni Swanson

**Call to Order:** President Jenni Swanson called the meeting to order at 5:00 pm.

**Attendance:** Karen Phillips, Elizabeth Russell, Jo Noon, Pat Mahar (Arrived at 5:02 pm), Eudell Watts III, Jacki Nelson, Dr. Yolanda Grandberry Pugh; Lisa Lockheart, Publicity/Outreach Liaison; Susan Foster, Youth Services Director; Kimberly Brozovich, Technical Services Director; Malachi Kohlwey, Business Office & Facilities Director; Sam Baugous, Angela Campbell, Library Director; RIHS Teen Advisory Member (Arrived at 5:05 pm)

**Absent:** Debbie Freiburg

**Public Comment:** None.

**Approval of Minutes:** Dr. Yolanda Grandberry Pugh motioned to approve the meeting minutes of June 20, 2023. Karen Phillips seconded. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Watts III, Grandberry Pugh, Russell, Noon, Nelson; 0 nays; motion carried.

**Board Education:** Director Campbell presented Chapters 9 and 10 of the *Serving Our Public IL Public Library Standards*. Director Campbell advised that the Library fulfilled all the checklist items and asked if the Board had any questions. Technical Services Director Brozovich and Youth Services Director Foster presented the Library's Collection Audit. Yolanda asked why the Library completed a Collection Audit. Technical Services Director Brozovich advised that the collection audit was a goal of the Library's IDEA committee and was included in the strategic plan. The Library's collection development team will use the collection audit results to assist in the continued development of the Library's collection.

**Correspondence:** The Board thanked the staff for their effort and discussed the positive correspondence that the Library has been receiving.

### **Committee Reports**

#### *Finance – Jenni Swanson*

Karen Phillips motioned to approve monthly bills for June in the amount of \$ 122,352.51. Jacki Nelson seconded. After no further discussion, President Swanson took a recorded vote: 7 ayes – Phillips, Watts

III, Grandberry Pugh, Russell, Noon, Mahar, Nelson; 0 nays; motion carried. Jenni Swanson advised that the Finance Committee is still looking for a new Finance Committee chair. The Finance Committee agreed to meet on Friday, August 25, at 11:00 am at the Watts-Midtown Library to discuss the CY 2024 Budget.

Art & Facilities – Pat Mahar

The Art & Facilities Committee agreed to meet on Tuesday, August 15, at 4:00 pm at the Downtown Library to discuss the Downtown RFQs, ADA Audit, and Art topics.

Personnel & Policy – Debbie Freiburg

No report from this committee.

Planning & Community Relations – Karen Phillips

The Planning & Community Relations Committee agreed to meet on Thursday, September 7, at 5:00 pm at the Downtown Library to discuss the 120<sup>th</sup> Anniversary of the Downtown Library building.

Foundation – Kathy Lelonek

Foundation Director Lelonek advised on the capital campaign; the campaign has raised additional funds, reducing the remaining Library obligation to \$332,000.00. The Food for Thought event at Iconic on June 15, 2023, was a success, with over 80 attendees! Foundation Director Lelonek advised that the Foundation is holding a fundraiser that sells a name engraved plate on the auditorium seats at Watts-Midtown for \$300.00 apiece. Additionally, the Foundation raised \$10,744.00 through the Birdies for Charity event. The next meeting of the Foundation Board will be August 10, 2023, at 4:00 pm at the Downtown Library.

**Administrator Reports**

Director's Reports & Statistics – Director Campbell advised that the Youth Services department will participate in Eugene Field's LEAD Time Fridays! Director Campbell asked if the Board had any questions. Karen asked if the Library had enough staff to participate in the partnership. Director Campbell advised that staff is currently working on the planning and scheduling for those programs to make it feasible.

**Milan Blackhawk Area Public Library District**

Director Campbell advised that the next Milan Blackhawk Board meeting is at the Southwest Library on July 27, 2023, at 4:00 pm.

**Unfinished Business**

1. South Parking Lot – Facilities Director Kohlwey advised on the ongoing process of purchasing the South Parking Lot.

**New Business**

1. Elizabeth Russell motioned to waive the Behavior Policy's alcohol restriction regulation at the Watts-Midtown Branch on Saturday, August 12, 2023, for the Lorene Evans Watts Memorial

Fund/Children's Books and Supplies event. Jo Noon seconded. After no further discussion, President Swanson took a recorded vote: 7 ayes – Phillips, Watts III, Grandberry Pugh, Russell, Noon, Mahar, Nelson; 0 nays; motion carried.

2. Eudell Watts III motioned to approve sending Angela, Malachi, and Lisa to the Illinois Library Association Conference in Springfield, where they will present a session on the Library/YMCA partnership. Karen Phillips seconded. After no further discussion, President Swanson took a recorded vote: 7 ayes – Phillips, Watts III, Grandberry Pugh, Russell, Noon, Mahar, Nelson; 0 nays; motion carried.
3. Elizabeth Russell motioned to approve sending Emily to the Young Adult Library Association Symposium in St. Louis, Missouri. Dr. Yolanda Grandberry Pugh seconded. After no further discussion, President Swanson took a recorded vote: 7 ayes – Phillips, Watts III, Grandberry Pugh, Russell, Noon, Mahar, Nelson; 0 nays; motion carried.
4. Eudell Watts III motioned to approve Library Capital Improvement Projects (CIP) submittals to the City. Karen Phillips seconded. After no further discussion, President Swanson took a recorded vote: 7 ayes – Phillips, Watts III, Grandberry Pugh, Russell, Noon, Mahar, Nelson; 0 nays; motion carried.
5. Discussion of Budget & Open Positions
  - i. Eudell Watts III motioned to approve adding a full-time Librarian. Karen Phillips seconded. Director Campbell advised that the request includes adding a full-time Librarian to the CY24 budget. After no further discussion, President Swanson took a recorded vote: 7 ayes – Phillips, Watts III, Grandberry Pugh, Russell, Noon, Mahar, Nelson; 0 nays; motion carried.
  - ii. Eudell Watts III motioned to approve adding a part-time Branch/Child's Aide. Jacki Nelson seconded. After no further discussion, President Swanson took a recorded vote: 7 ayes – Phillips, Watts III, Grandberry Pugh, Russell, Noon, Mahar, Nelson; 0 nays; motion carried.
6. Gate Count Discussion
  - a. Director Campbell advised that the Gate Count results are very strong due to all of the summer reading programming. The Library will continue to monitor the gate count to ensure that the Library's operating hours match patron usage.

### **Information Sharing**

- Unique Management Reports
- FY23 Per Capita Aid FAQ & Award Letter
  - The Board thanked Director Campbell for her work in the Per Capita Award.
- New website in Illinois: BanBookBans.com

**\*Closed Session – Not needed**

**Announcements:** None.

**Adjournment** – President Swanson adjourned the meeting at 6:12 pm.

The next meeting is Tuesday, August 15, at 5:00 pm, on the 2<sup>nd</sup> Floor of the Downtown Library.

Respectfully submitted,  
Malachi Kohlwey, Business Office & Facilities Director