

Rock Island Public Library Board Meeting Agenda
July 19, 2022
5:00 p.m.
Rock Island Public Library – 2nd Floor, Downtown Library

Type of Meeting: Regularly Scheduled Board Meeting

Meeting Facilitator: Eudell Watts III

Invitees: Karen Phillips, Pat Mahar, Jo Noon, Deborah Freiburg, Elizabeth Russell, Jacki Nelson, Dr. Yolanda Grandberry Pugh, Jenni Swanson; Sam Baugous, RIHS Teen Advisory Member; Angela Campbell, Library Director; Kathy Lelonek, Foundation Director; Malachi Kohlwey, Business Office & Facilities Director; Lisa Lockheart, Publicity/Outreach Liaison; Rob Baugous, City HR Director.

- I. Call to Order
- II. Attendance
- III. Public Comment
- IV. Approval of minutes –
 - Board of Trustees meeting May 17, 2022 (No meeting June 21, 2022)
- V. Board Education – *Serving Our Public* IL Public Library Standards, Chapters 11 & 12
- VI. Correspondence –
 - Kudos from Friendship Manor
 - Patron Comment about Juneteenth
 - Patron Comment about adding a local author's book to the collection
 - Patron Comment about Summer Reading thanks
- VII. Committee Reports
 - A) Finance – Jenni Swanson
 1. *Motion to approve monthly bills for May in the amount of \$50,891.61 (RC).
 2. *Motion to approve monthly bills for June in the amount of \$82,454.26 (RC).
 3. Set a CY 2023 budget review meeting for the end of July/beginning of August to bring to the full board for approval at the August 16th meeting.
 4. Budget review with the City Manager & City Finance Director – August 25th @ 9am
 - B) Buildings and Grounds – Pat Mahar

C) Personnel & Policy – Debbie Freiburg

1. Welcome Rob Baugous, City HR Director; discussion of City Policy rewrites
2. Set a quarterly policy review meeting for the end of July.
 - a. Policies will be reviewed and recommended for approval to the full board at the August 16th meeting.
 - b. Midway review of library director's goals for CY 2022.
 - c. Board self-evaluation discussion

D) Planning & Community Relations – Karen Phillips

E) Art Committee – Pat Mahar

VIII. Foundation – Kathy Lelonek

1. Capital Campaign Update
2. Next Meeting – August 11, 2022 at 4pm at the Downtown Library

IX. Administrator Reports

1. Director's Reports & Statistics – updates
2. Milan Blackhawk Area Public Library District
 - Next Meeting: July 28, 2022, at 4pm at the Southwest Library

X. Unfinished Business

1. South Parking Lot – updates
 - *Motion to approve the purchase contract for the South Parking Lot. (RC)

XI. New Business

1. Employee Handbook & City Policy Discussion with the City HR Director
2. *Motion to accept the snow removal services bid from Kymbyl Complete Kare. (RC)
3. *Motion accept the lawn care services bid from Kymbyl Complete Kare. (RC)
4. *Motion to approve "Fine Free Fridays" during National Library Card Sign-up month (September), and waive library card replacement fees for lost/stolen cards. (RC)
5. Library Custodian & Security Monitor position discussion
 - *Motion whether or not to accept the Security Guard bid, or hire an internal employee to serve as a Library Custodian/Security Monitor. (RC)
 - *Motion to accept the cleaning contract bid for the lowest-responsible bidder, FBG, for 5-day a week cleaning at the Southwest and Watts-Midtown locations only. (RC)
6. *Watts-Midtown Community Room auditorium seating discussion (RC)

XII. Information Sharing

- Unique Management Reports
- County Clerk Page

- Book Sale Update
- FY 2022 Per Capita Aid Letter

XIII. *Executive Session – *if needed*

XIV. Announcements – Next Board Meeting – August 16, 2022 at 5pm, Downtown Library

XV. Adjournment

**Represents a potential voting item*