

Rock Island Public Library Board Meeting Minutes
November 15, 2022
5:00 pm
Rock Island Public Library – 2nd Floor, Downtown Library & via Teleconference

Type of Meeting: Regularly Scheduled Board Meeting

Meeting Facilitator: Eudell Watts III

Call to Order: President Eudell Watts III called the meeting to order at 5:00 pm.

Attendance: Karen Phillips (via Teleconference, due to illness), Pat Mahar, Elizabeth Russell, Dr. Yolanda Grandberry Pugh (arrived at 5:06 pm), Jo Noon, Deborah Freiburg, Jacki Nelson, Jenni Swanson; Angela Campbell, Library Director; Lisa Lockheart, Publicity/Outreach Liaison; Malachi Kohlwey, Business Office & Facilities Director; Kathy Lelonek, Foundation Director; Sam Baugous, RIHS Teen Advisory Member

Absent: None.

Public Comment: None.

Approval of Minutes: The Board reviewed the meeting minutes of October 18, 2022, the meeting minutes of the Community & Planning Committee meeting on October 24, 2022, and the meeting minutes of the Personnel & Policy Committee meeting on November 7, 2022. Without any additions or corrections, President Watts advised the minutes be approved as written.

Board Education: Director Campbell advised that the Board has completed all of its Per Capita Aid training for the year and asked if the Board would like to learn about any other topics.

Correspondence: The Board discussed a patron comment that was received at the Downtown Library.

Committee Reports

Finance – Jenni Swanson

Jenni Swanson motioned to approve monthly bills for October in the amount of \$ 52,636.14. Pat Mahar seconded. After no further discussion, President Watts took a recorded vote: 8 ayes – Phillips, Mahar, Grandberry Pugh, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried. Director Campbell and Jenni Swanson advised that the proposed CY 2023 Library budget will be reviewed at the November 21, 2022, City Council meeting. Additionally, Jenni Swanson announced that the City Council approved the ARPA request of \$500,000 for the Watts-Midtown/YMCA project.

Buildings and Grounds – Pat Mahar

Director Campbell and Facilities Director Kohlwey discussed a potential equipment replacement for the Downtown Library's elevator. The equipment replacement would cause the elevator to be out of service for roughly four days. The Board discussed the capacity at which the Downtown Library would operate during the project. At the next meeting, the Board will vote on closing the Downtown Library for a handful of days to allow the project to take place. Additionally, Facilities Director Kohlwey advised that the property owner of the south parking lot has signed the purchase agreement for the lot; thus, we are working out the final details of closing the deal.

Personnel & Policy – Debbie Freiburg

The Personnel & Policy committee met on November 7, 2022. Debbie Freiburg advised that the Board will go into a closed session and review the Library Director's performance review later in the meeting.

Planning & Community Relations – Karen Phillips

No report from this committee.

Art – Pat Mahar

No report from this committee.

Foundation – Kathy Lelonek

Foundation Director Lelonek provided an update on the Capital Campaign. The Library Foundation met on November 3, 2022. Additionally, Foundation Director Lelonek advised that the new PALS group has its first member! The next meeting of the Foundation Board will be February 9, 2023, at 4:00 pm at the Downtown Library.

Administrator Reports

Director's Reports & Statistics – Director Campbell advised that the Library has been busy celebrating the kickoff of its 150th anniversary! In the last week, the Library has hosted the kickoff party, held a rock dedication, and received a proclamation from the City to celebrate the year of the Library! Director Campbell added that the Frieze lectures were a huge success and had over 120 attendees! Director Campbell asked if the Board had any questions. Debbie Freiburg asked about an update on the new Watts-Midtown Library. Director Campbell and Facilities Director Kohlwey advised that the project is waiting for an HVAC part that is holding up the completion of the project. The Library is still hoping to open by the end of the year; however, we will keep everyone updated on the progress.

Milan Blackhawk Area Public Library District

Director Campbell advised that the next Milan Blackhawk Board meeting is on January 26, 2023, at 4:00 pm at the Southwest Library.

Unfinished Business

1. Facilities Director Kohlwey provided an update on the South parking lot during the Building and Grounds committee discussion.

New Business

1. Jenni Swanson motioned to approve the meeting times for CY 2023, to be submitted to the City Clerk. Jacki Nelson seconded. After no further discussion, President Watts took a recorded vote: 8 ayes – Phillips, Mahar, Grandberry Pugh, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
2. Debbie Freiburg motioned to approve the updated Volunteer Policy. Elizabeth Russell seconded. After no further discussion, President Watts took a recorded vote: 8 ayes – Phillips, Mahar, Grandberry Pugh, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
3. Jo Noon motioned to approve the updated Volunteer Application & Waiver of Liability Form. Elizabeth Russell seconded. After no further discussion, President Watts took a recorded vote: 8 ayes – Phillips, Mahar, Grandberry Pugh, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
4. Elizabeth Russell motioned to approve the PALS Membership Form. Jenni Swanson seconded. Director Campbell advised that the Library Foundation also reviewed and approved the PALS Membership Form. After no further discussion, President Watts took a recorded vote: 8 ayes – Phillips, Mahar, Grandberry Pugh, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
5. Director Campbell advised that the addendum to the Occupancy Agreement with the Two Rivers YMCA, amending Section 2 to include an additional provision for funding, is currently being discussed by the attorneys and the YMCA auditor. A revised copy will be included in the December 20, 2022, Board meeting agenda for a vote.
6. Jacki Nelson motioned to approve the disposal of surplus property as presented. Jenni Swanson seconded. After no further discussion, President Watts took a recorded vote: 8 ayes – Phillips, Mahar, Grandberry Pugh, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
7. Debbie Freiburg motioned to approve the GWI for non-affiliated Library employees at the same rate set by City Council. Dr. Yolanda Grandberry Pugh seconded. After no further discussion, President Watts took a recorded vote: 8 ayes – Phillips, Mahar, Grandberry Pugh, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
8. Following a closed session (see below), Debbie Freiburg made a motion to approve the 2022 evaluation of the Library Director's performance and associated merit increase. Jo Noon seconded. President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.

Information Sharing

- Unique Management Reports
- Local history email & citation from Missouri Historical Review
 - The Library Board was excited to be included and appreciated the citation!

Closed Session

- Debbie Freiburg made a motion to enter into a closed session at 5:25 pm for Matters of Personnel – 5ILCS 120/2c Exception 1, “Appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the public body.” Elizabeth Russell seconded. President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.
- At 5:41 pm, Elizabeth Russell made a motion to go into an open session. Jenni Swanson seconded. President Watts took a recorded vote: 8 ayes – Swanson, Freiburg, Phillips, Mahar, Noon, Russell, Grandberry Pugh, and Nelson; 0 nays, motion carried.
- No action was taken during the closed session. Action taken following the closed session can be found in the minutes under “New Business,” point number 8.

Announcements: None.

Adjournment – President Watts adjourned the meeting at 5:43 pm.

The next meeting is Tuesday, December 20, at 5:00 pm, on the 2nd Floor of the Downtown Library.

Respectfully submitted,
Malachi Kohlwey, Business Office & Facilities Director