

Rock Island Public Library Board Meeting Minutes
May 16, 2023
5:00 pm
Rock Island Public Library – 2nd 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 5:02 pm.

Attendance: Karen Phillips, Elizabeth Russell, Jo Noon, Pat Mahar, Eudell Watts III (arrived at 5:05 pm), Jacki Nelson; Lisa Lockheart, Publicity/Outreach Liaison; Christina Nobiling, Circulation Services Director; Malachi Kohlwey, Business Office & Facilities Director

Absent: Deborah Freiburg, Dr. Yolanda Grandberry Pugh; Sam Baugous, RIHS Teen Advisory Member; Angela Campbell, Library Director; Kathy Lelonek, Foundation Director

Public Comment: None.

Approval of Minutes: Jacki Nelson motioned to approve the meeting minutes of April 18, 2023. Karen Phillips seconded. After no further discussion, President Swanson took a recorded vote: 5 ayes – Phillips, Russell, Noon, Mahar, Nelson; 0 nays; motion carried. Pat Mahar motioned to approve the Art Committee meeting minutes of May 01, 2023. Karen Phillips seconded. Pat Mahar asked about the Art Committee meeting and was advised that the Board would discuss the meeting further during the Art Committee report. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 0 nays; motion carried.

Board Education: Facilities Director Kohlwey presented Chapters 5 and 6 of the *Serving Our Public IL Public Library Standards*. Facilities Director Kohlwey advised that the Library fulfills all of the standards of Chapter 5; however, the Library should work on having a more detailed capital asset plan. Additionally, he advised that the Library fulfills all of the standards of Chapter 6. Facilities Director Kohlwey asked if the Board had any questions.

Correspondence: Jenni Swanson thanked all the patrons, staff, and organizations that sent letters and discussed that the positive correspondence shows how well the staff is doing.

Committee Reports

Finance – Jenni Swanson

Jenni Swanson motioned to approve monthly bills for April in the amount of \$ 34,154.03. Elizabeth Russell seconded. Jenni Swanson advised that the Finance Committee will need to set a future meeting to discuss the budget and the choosing of a new Finance Committee chair; the meeting will be set at the June 20, 2023, Board meeting. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 0 nays; motion carried.

Buildings and Grounds – Pat Mahar

No report from this committee.

Personnel & Policy – Debbie Freiburg

No report from this committee.

Planning & Community Relations – Karen Phillips

No report from this committee.

Art – Pat Mahar

The Art Committee met at the Watts-Midtown Library on May 1, 2023, at 4:00 pm. Elizabeth Russell advised on the meeting and the committee's recommendations. Pat Mahar discussed the Watts-Midtown Library and the Art Policy, including having art shown in the Library, the ability to sell art, and insurance for the art. Facilities Director Kohlwey advised that the Art Committee will need to set a meeting in a couple of months to revisit the discussion.

Foundation – Kathy Lelonek

Facilities Director Kohlwey advised that the Food for Thought event will be at Iconic on June 15, 2023, from 5-8 pm. The Foundation is holding a fundraiser that sells a name engraved plate on the auditorium seats at Watts-Midtown for \$300.00 apiece. Additionally, in conjunction with the Library's 150th capstone event on November 4, 2023, the Foundation is organizing an art collaboration with local artists who are donating their time to decorate book ends that will be auctioned off at the event. The next meeting of the Foundation Board will be May 18, 2023, at 4:00 pm at the Downtown Library.

Administrator Reports

Director's Reports & Statistics – Facilities Director Kohlwey discussed Director Campbell's report. Facilities Director Kohlwey thanked the Library Board for their generous food donations to celebrate the Library's staff. Additionally, Facilities Director Kohlwey advised that the Library has funded its first hardship applicant. Facilities Director Kohlwey asked if the Board had any questions. Pat Mahar asked about the sound sensory garden grant request for the Watts-Midtown Library. The Board discussed the sound sensory garden and will discuss it further at a future Art and Facilities Committee meeting.

Milan Blackhawk Area Public Library District

Facilities Director Kohlwey advised that the next Milan Blackhawk Board meeting is at the Southwest Library on May 25, 2023, at 4:00 pm.

Unfinished Business

1. Facilities Director Kohlwey provided an update on the South parking lot. Elizabeth Russell motioned to proceed with the contract as signed. Pat Mahar seconded. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 0 nays; motion carried.
2. Elizabeth Russell motioned to approve the Bylaw changes reviewed at the April 18, 2023, meeting. Karen Phillips seconded. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 0 nays; motion carried.

New Business

1. Swearing in reappointed Trustees: Jenni Swanson, Jacki Nelson, Jo Noon, and Elizabeth Russell.
2. Revise Board Committees and new appointments. The Board revised the Board Committee's members; the updated Board Committee list will be included in the June 20, 2023, Board meeting packet.
3. Facilities Director Kohlwey advised that there is an active Request for Proposal (RFP) for the replacement of HVAC equipment at the Southwest Library. The Milan-Blackhawk Board will be funding the majority of the project and may need additional funding from the Rock Island Public Library. After no further Board discussion, Facilities Director Kohlwey will proceed with the project as long as it is financially responsible.
4. Karen Phillips motioned to approve keeping *My Neighbor Hayo: Art Inspired by the Films of Miyazaki* on the shelf at the Watts-Midtown Branch without restriction. Jacki Nelson seconded. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 0 nays; motion carried.
5. Elizabeth Russell motioned to approve accepting the Jim Moore painting donated by Rollie Erickson and hanging the painting at the Watts-Midtown Library with provenance. Eudell Watts III seconded. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 0 nays; motion carried.
6. Karen Phillips motioned to approve Resolution 2023 – 01 to keep Closed Session minutes confidential. Eudell Watts III seconded. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 0 nays; motion carried.
7. The Board reviewed the April door counts, decided to keep the Library's hours as is and revisit the topic at the October 17, 2023, Board meeting.

Information Sharing

- Unique Management Reports
- Levy Confirmation Report
- Bee There for a Reader Poster
- Letter from Illinois State Librarian
- Updated Board Policy List
- Downtown Sculpture for 2023
- Southwest Sculpture for 2023

***Closed Session**

- Elizabeth Russell made a motion to enter into a closed session at 6:21 pm for Resolution 2023 – 01 to keep Closed Session minutes confidential. Jo Noon seconded. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 0 nays; motion carried.
- At 6:24 pm, Elizabeth Russell made a motion to go into an open session. Karen Phillips seconded. After no further discussion, President Swanson took a recorded vote: 6 ayes – Phillips, Russell, Noon, Mahar, Nelson, Watts III; 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 6.

Announcements: None.

Adjournment – President Swanson adjourned the meeting at 6:25 pm.

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

Respectfully submitted,
Malachi Kohlwey, Business Office & Facilities Director