

MOLINE PUBLIC LIBRARY

Library Board of Directors

12 February 2009

Minutes

PRESENT: Krista Kruse, Brandon Keys, Todd Franzen, Regina Nelson, Jan Parsons, Kathryn Peterson, Dee Runnels, Sara Wynn

ABSENT: Scott Bull

STAFF: Leslie Kee, Sue Wheatley, Bryon Lear, Deborah Shippy, Lisa Williams, Christina Conklin, Clara Kangas

GUESTS: Ald. Lori Turner, Ald. Scott Raes

I. BUSINESS MEETING CALL TO ORDER

President Kruse called the meeting to order at 12:02 pm in the Platinum Room at the Moline Public Library.

II. APPROVAL OF MINUTES

Nelson moved to approve the minutes from the 9 January 2009 regular Library Board meeting previously distributed by mail to each Director. The motion was seconded and passed unanimously.

III. LIBRARY DIRECTOR'S REPORT

- Kee passed out revised statistics.
- Materials loaned out of the Library will no longer be stamped with due dates. When patrons check out materials they receive a printed receipt with materials borrowed and a due date.
- Beginning 17 February, automated telephone calls will inform patrons of holds that are available at the Library.
- A representative for the Friends of the Library will make a presentation at the March Board meeting.
- The electricity study that Kee has been working on with MidAmerican, KJWW, and Siemens is moving slowly. Kee will keep the Board updated on any progress.
- FY 2008 has been closed out. Kee is still awaiting answers from the Finance Director in regards to the salary account.
- Kee has received a \$60,000 check for a bequest. The Finance Committee will meet on 19 February to discuss the bequest and the money that was generated from the Annual Giving letter.
- There is a trustee orientation at PALS in Coal Valley. If any Board members are interested, please contact Kee
- Lisa and Christina are working on programs to tie in with the \$3000 ALA National Library Grant that the Library received. The grant will pay for events and programs during National Library Week.
- Since SAM is not user friendly for staff or patrons and after much investigation, Kee made a recommendation to accept a bid of \$11,755 to switch to *Envision* which is much more user friendly. *Envision*, which is Windows based, has many options that SAM does not have including, printing capabilities, wireless, has the ability to make P.C. reservations online and is a stand-alone server. *Keys moved to agree to pursue Envision and take the money from the CIP account. The motion was seconded and approved unanimously.*

- Spiegel will be moving the Downtown Library materials and supplies that were tagged by staff to the 41st Street Library on Wednesday, 18 February.

IV. BILLS AS OF 31 DECEMBER 2008 and 31 JANUARY 2009

The Directors reviewed the list of library bills as of 31 December 2008. *The payment of the individual bills, totaling \$17,155.48 was approved and ratified upon the motion of Parsons. The motion was seconded and passed unanimously.*

The Directors reviewed the library of library bills as of 31 January 2009. *The payment of the individual bills, totaling \$19,807.78 was approved and ratified upon the motion of Keys. The motion was seconded and passed unanimously.*

V. CORRESPONDENCE

Included in Board packet.

VI. COMMITTEE REPORTS

A. Executive (Kruse, Nelson, Keys)

No meeting.

B. Building and Grounds (Peterson, Franzen, Bull)

No meeting.

Franzen asked Kee to obtain three estimates to repair the concrete slab that is raised at the front entrance.

C. Policy and Public Relations (Parsons, Franzen, Wynn)

Parsons passed out copies of the Library's Wi-Fi Policy and the City Timekeeping Policy. *Parsons moved to accept the revised Wi-Fi Policy as presented. The motion was seconded and approved unanimously. Parsons moved to adopt the City Timekeeping Policy as presented. The motion was seconded and approved unanimously.*

D. Art Committee (Peterson, Keys, Runnels)

No meeting.

The silhouette has been placed on the half-way in the children's area.

E. City Council Liaison (Lori Turner)

Turner thanked the Library for hosting the annual joint City Council and Moline School Board meeting.

F. Finance Committee (Keys, Runnels)

No meeting.

VII. UNFINISHED BUSINESS

None.

VIII. NEW BUSINESS

- RFP – Director Search (Amy Valdes)

The Library Board made a few date changes to the RFP presented. *Runnels moved to approve the RFP, as amended, for the Library Director Head Hunter search. The motion was seconded and approved unanimously.*

IX. OTHER

None.

EXECUTIVE SESSION

The adoption of the following was moved by Keys, seconded and unanimously approved:

RESOLVED that pursuant to the Open Meetings Act of Illinois the Board of Directors of the Moline Public Library go into closed session at 1:03 p.m. for the purpose of:

Collective Negotiating Matters [5 ILCS 120/2(C)(2)]

The Directors votes as follows:

Keys	Yes
Peterson	Yes
Franzen	Yes
Wynn	Yes
Runnels	Yes
Parsons	Yes
Nelson	Yes
Kruse	Yes

The Board of Directors of the Moline Public Library reopened the meeting after the closed session at 1:45 p.m. upon the motion of Keys, seconded and unanimously approved.

The Directors votes as follows:

Keys	Yes
Peterson	Yes
Franzen	Yes
Wynn	Yes
Runnels	Yes
Parsons	Yes
Nelson	Yes
Kruse	Yes

No action was taken.

X. ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 1:46 p.m.

Approved: _____

Pursuant to the Bylaws, these minutes were prepared by Sue Wheatley, Administrative Assistant, from notes taken by her at the meeting and have been reviewed and revised by Brandon Keys, Secretary for the Library Board.