

MOLINE PUBLIC LIBRARY

Library Board of Directors

12 March 2009

Minutes

PRESENT: Krista Kruse, Regina Nelson, Scott Bull, Jan Parsons, Kathryn Peterson, Dee Runnels, Sara Wynn

ABSENT: Todd Franzen, Brandon Keys

STAFF: Leslie Kee, Sue Wheatley, Bryon Lear, Deborah Shippy, Lisa Williams, Christina Conklin, Jan LaRoche

GUESTS: Ald. Lori Turner, Ald. Scott Raes, Julie Shallberg (FOL), Jeff Lester/ Law Director, Amy Valdes/Human Resource Manager

I. BUSINESS MEETING CALL TO ORDER

President Kruse called the meeting to order at 12:10 pm in the Platinum Room at the Moline Public Library.

II. APPROVAL OF MINUTES

Peterson moved to approve the minutes from the 12 February 2009 regular Library Board meeting previously distributed by mail to each Director. The motion was seconded and passed unanimously.

OTHER

- **FRIENDS OF THE LIBRARY – JULIE SHALLBERG**

Julie spoke to the Library Board regarding the services that the FOL provide to the Library. The Board profusely thanked them for their service.

III. LIBRARY DIRECTOR'S REPORT

- Tri-City Electric took thermal pictures of the electric panels located in the Library. A meeting will be held on Tuesday, 17 March to discuss the pictures and problem areas within the Library. KJWW, MidAmerican Energy, Siemens, Tri-City Electric and Kee will be in attendance. Kee will report the outcome to the Library Board at the next meeting.
- The City has approved the beginning phases of the city-wide VoIP. *Runnels moved to participate in the VoIP capital expenditure with the City of Moline. The motion was seconded and approved unanimously.*
- The book drops that were located at the Downtown Library have been donated to the East Moline Library.
- Kee has located approximately 10 Paul Norton pictures. The pictures will be turned over to the Art Committee to discuss options for the pictures with David Zahn.
- Bernice Wilson is a homebound patron of the Moline Public Library. Karen Wentz and Eileen Ackerland put together a “goody bag” for Ms. Wilson’s 100th birthday. Ms. Wilson came to the Library to thank Karen and Eileen for their generosity.
- Kee expects the Downtown Library to be cleaned out by the end of June.
- During National Library Week (April 12 – 18) the Library will run ads on channel 8. The ads will be shown 80 times during the month of April. The ads will be paid for using the ALA grant that was awarded to the Library.

- The move from the SAM software to the Envision software was a seamless transition.
- Lear has setup the system for automated telephone calls to patrons with books on hold. This will save staff many hours.

IV. BILLS AS OF 28 FEBRUARY 2009

The Directors reviewed the list of library bills as of 28 February 2009. *The payment of the individual bills, totaling \$32,890.75 was approved and ratified upon the motion of Nelson. The motion was seconded and passed unanimously.*

V. CORRESPONDENCE

Included in the board packet.

VI. COMMITTEE REPORTS

A. Executive (Kruse, Nelson, Keys)

No meeting.

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

- Bull reported that Kee will purchase heavy duty mats to cover the concrete slab that is raised at the front entrance. This option is the least costly and most effective.
- Kee will obtain three bids for landscaping in the spring.
- Kee said that the printing on the first generation pavers is fading. Kee will call the paver company to find out what can be done to fix the problem.
- A meeting will be held on 17 March to discuss the power problems at the Library.

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

No meeting.

D. Art Committee (Peterson, Keys, Runnels)

The Committee met on 17 February and the minutes are included in the board packet.

E. City Council Liaison (Lori Turner)

- Turner announced the city-wide clean up is in April.
- The Fireman's pancake breakfast is on 22 March.

F. Finance Committee (Keys, Runnels)

The following motions were made:

- *Runnels moved that the \$35,000 that the Library received from the Kathy Lynelle Johnson Estate be transferred from the Library's Trust Fund to the Moline Foundation to be held in a Moline Library Trust Fund designated as restricted general. The motion was seconded and approved unanimously.*
- *Runnels moved that the Constance Mark Funds currently held at the Moline Foundation be designated as restricted for the use and purchase of visually impaired materials and equipment. The motion was seconded and approved unanimously.*
- *Runnels moved that the receipts from the first annual giving letter, currently at \$2170, be deposited in a Moline Foundation Library Trust Fund designated as general restricted funds. The motion was seconded and approved unanimously.*

- *Runnels moved that any funds received from the Carol Stone Brundage Estate be deposited in a Moline Library Trust Fund at the Moline Foundation with its use to be restricted for special uses or capital improvements. The motion was seconded and approved unanimously.*
- *Runnels moved that the Library Director be authorized to charge up to \$500 in discretionary funds for FY2009 in account number 110-1621-455.05-07 public/employee relations. The motion was seconded and approved unanimously.*

VII. UNFINISHED BUSINESS

Parsons asked about signage for the café. Kee is working with OPN to come up with ideas for more visual signage for the Café.

VIII. NEW BUSINESS

None

IX. OTHER

The millionth patron should come into the Library in May or June. At that time the Library staff will plan a big celebration.

EXECUTIVE SESSION

The adoption of the following was moved by Wynn, 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:

Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, [5 ILCS 120/2(C)(1)]

Deliberations concerning salary schedule for particular classes or groups of employees [5 ILCS 120/2(C)(2)]

The Directors votes as follows:

Peterson	Yes
Bull	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 1:43 p.m. upon the motion of Peterson, seconded and unanimously approved.

The Directors votes as follows:

Peterson	Yes
Bull	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 1:44 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 Leslie L. Kee, Library Director.