

MOLINE PUBLIC LIBRARY

Library Board of Directors

11 January 2007

Minutes

PRESENT: Karl Huntoon, Krista Kruse, Stephen Witte, Darcy Callas, Brandon Keys, Regina Nelson, Jan Parsons, Kathryn Peterson

ABSENT: Dan Reynolds

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

GUESTS: Alderman Bill Adams

I. BUSINESS MEETING CALL TO ORDER

President Huntoon called the meeting to order at 12:00 pm in the Platinum Room at the Moline Public Library.

II. APPROVAL OF MINUTES

Kruse motioned to approve the minutes from the 14 December 2006 regular Library Board meeting, previously distributed by mail to each Director. The motion was seconded and passed unanimously.

III. LIBRARY DIRECTOR'S REPORT

- After discussion and with a consensus of the Library Board, Board members will pay fines and fees for library materials borrowed.
- An iWireless representative will send pictures to Kee showing what the actual tower would look like if it is put on the Library property. Kee will report back to the Board when the pictures are received.
- On Sunday night, the Public Works Staff will begin throwing out all items in the bottom and top floors of the Downtown Library that have not been tagged for Library use. The lead abatement process will begin on Monday. After discussion, *Peterson motioned to declare all excess property that is currently in the Downtown Library and has not been tagged by Library Staff as surplus property. The motion was seconded and approved unanimously.*
- Kee mentioned that the library will be meeting one of the State Standards that was not previously met by being open on Sunday and all evenings throughout the year. This had been one of the services provided with the new building.
- On Friday, 12 January a meeting will held with OPN Architects, Russell Construction, Kee and Clark to discuss HVAC issues.

IV. BILLS AS OF 31 DECEMBER 2006

The Directors reviewed the list of library bills as of 31 December 2006. The payment of the individual bills, totaling \$38,149.58 was approved and ratified upon the motion of Nelson. The motion was seconded and passed unanimously.

V. CORRESPONDENCE

Witte reported that a note was received from Den 1, Pack 16 Boy Scouts thanking Christina Conklin for the Library tour.

The Library's entry for the Festival of Trees won a red ribbon for the Children's Category. The red ribbon was passed around for all Board members to see.

VI. COMMITTEE REPORTS

A. Executive (Karl Huntoon)

No meeting.

B. Building and Grounds (Kathryn Peterson)

- Tri-City Electric hung the remaining lights and relocated a track light in the café. Another outlet was added to accommodate various café equipment.
- Raynor Door adjusted the rolling gate between the lobby and the circulation area.
- The two windows that were shot with a BB gun have been replaced. The replacement window for the second floor should arrive the week of 22 January.
- The hand dryers that have been automatically going on and off have been checked for defects. After changing the dryers out, it was concluded by the manufacturer that it has to be a radio frequency problem. Tri-City will exchange the one in the men's staff restroom with a manual (push button) hand dryer.
- All seven kiosks are experiencing delamination (bubbles) of the veneer and will need to be relaminated. Due to the noise, the work will be performed when the library is closed.

C. Policy and Public Relations (Jan Parsons)

No meeting.

D. Fund Raising Committee (Karl Huntoon, Dan Reynolds)

- A meeting was held on Wednesday, 10 January to discuss ongoing Capital Campaign efforts.
- The total project costs of the new library are currently being figured. A report will be forthcoming.
- A proposal will be forthcoming to discuss ways to accommodate the Reher Bequest in the new library.
- A donation request has been submitted to the local chapter Ronald McDonald Charities and is in the process of being reviewed.

E. Donor Wall Committee (Peterson, Reynolds, German)

The Library "Under Construction" Donor Wall will be put in the front vestibule as soon as possible. Brochures and Pledge cards will be also be near the wall.

F. Art Committee (Witte, Peterson)

No meeting.

G. City Council Liaison (Bill Adams)

- The gutters at the Downtown Library will be fixed to form.
- A space needs study has been conducted and the City Staff have identified five options. Costs for these options are forthcoming. The buildings that were identified for the possible reuse were City Hall, East Annex, Fire Dept., Downtown Library and the North Annex (court house).

VII. UNFINISHED BUSINESS

Kee will ask to be put on the Agenda for the Traffic Committee to discuss a traffic study at the entrance of the library. The meetings are held on the first Tuesday of each month.

VIII. NEW BUSINESS

None.

IX. OTHER

None

X. ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 12:59 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 Stephen Witte, Secretary for the Library Board.