

# MOLINE PUBLIC LIBRARY

## Library Board of Directors

10 July 2008

### Minutes

**PRESENT:** Krista Kruse, Brandon Keys, Scott Bull, Regina Nelson, Kay Peterson, Dee Runnels

**ABSENT:** Todd Franzen, Jan Parsons, Stephen Witte

**STAFF:** Leslie Kee, Mary Clark, Sue Wheatley, Christina Conklin, Bryon Lear, Deborah Shippy, Eileen Ackerland, Bob Conklin, Vanessa Hall, Jan LaRoche

**GUESTS:** Ald. Lori Turner, Jeff Lester/City Law Director

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#### I. BUSINESS MEETING CALL TO ORDER

President Kruse called the meeting to order at 12:05 pm in the Platinum Room at the Moline Public Library.

#### II. APPROVAL OF MINUTES

*Nelson moved to approve the minutes from the 12 June 2008 regular Library Board meeting, previously distributed by mail to each Director. The motion was seconded and passed unanimously.*

#### NEW BUSINESS

- **Jeff Lester, City Law Director – moved to beginning of meeting**

Lester reviewed the following information with the Library Board: Freedom of Information Act (FOIA), Open Meetings Act and the State Officials/Employees Information Act.

#### III. LIBRARY DIRECTOR'S REPORT

- The State of the Library Report to the City Council will be on 23 September. As the date nears, Kee will remind Board of time and place.
- The FY 2009 budget process has begun. Two budgets will be submitted. One as we would normally submit with a 3% increase and another with a 5% decrease.
- Mike Waldron, Director of Public Works, has requested that the Library continue to pay for the Per Mar Security System used in the Carnegie Building. When the Library turned over the Carnegie Building to the City, the funds that were earmarked for the Carnegie Building were transferred back to the City which included the funds for the security system. The Library will pay for the service through 2008. Kee will contact Karen Pouder, Administrative Specialist, to discuss security options.
- With a consensus of the Library Board, Kee will explore the opportunity of LEED Certification for the Library building. Kee will report back to the Board at the September Board meeting.
- The Donor Wall is in the Library review stage. The names and spelling will be verified and any corrections will be sent back to OPN to be forwarded to ASI.
- The annual non-resident fee is currently \$140 and will remain the same in 2009.
- *Keys moved to re-affirm the Library Board's commitment to the following:*
  - Freedom to View Statement*
  - Library Bill of Rights*
  - The Freedom to Read**The motion was seconded and approved unanimously.*

- Due to kiosk top scratches, the circulation kiosks tops are being replaced with quartz tops. Since the tops of the kiosks are being replaced, with a consensus of the Library Board, the kiosks will be redesigned by OPN to make them more functional. The result will be a more functional desk with minimal cost to the Library.

#### **IV. BILLS AS OF 30 JUNE 2008**

The Directors reviewed the list of library bills as of 30 June 2008. *The payment of the individual bills, totaling \$62,900.26 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, Witte, Keys)**

The Executive Committee met to discuss the Projects Agenda submitted to the Board by the Library Director. *Keys moved to approve the Projects Agenda, with additions, and approve the increase of 2.25% to the annual compensation for the Library Director. The motion was seconded and approved unanimously.*

##### **B. Building and Grounds (Peterson)**

Peterson reported that a light above the Iaccarino print is not working. Clark re-assured that the light is on a list of problem ballasts and will be fixed as soon as possible.

The light behind the quote wall is getting dim. Clark will have investigate and have the light changed.

##### **C. Policy and Public Relations (Parsons, Callas, Nelson)**

No report.

##### **D. Art Committee (Witte, Peterson, Keys)**

- Artist Bill Stone brought artwork to the Library for the committee to review upon the recommendation of David Zahn. The Committee approved the purchase of three pieces of artwork. David Zahn has hung the newly purchased artwork in the Library.

##### **F. City Council Liaison (Lori Turner)**

No report.

#### **VII. UNFINISHED BUSINESS**

Kruse appointed the following 2008-2009 nominating committee:

Peterson

Runnels

Parsons

Kruse thanked the Library Staff and Director for the success of the Library.

#### **VIII. NEW BUSINESS**

- Jeff Lester, City Law Director – moved to beginning of meeting

#### **IX. OTHER**

## 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 1:26 p.m. for the purpose of:

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

The Directors votes as follows:

Keys	Yes
Peterson	Yes
Bull	Yes
Nelson	Yes
Runnels	Yes
Kruse	Yes

The Board of Directors of the Moline Public Library reopened the meeting after the closed session at 1:30 p.m. upon the motion of Keys, seconded and unanimously approved.

The Directors votes as follows:

Keys	Yes
Peterson	Yes
Bull	Yes
Nelson	Yes
Runnels	Yes
Kruse	Yes

*Keys moved to accept the job description changes from Systems & Technical Services Coordinator to Technical Services Coordinator and also Circulation Services Coordinator to Circulation and Systems Coordinator. The motion was seconded and approved unanimously.*

### X. ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 1:31 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 of the Library Board.