

# MOLINE PUBLIC LIBRARY

## Library Board of Directors

12 July 2007

### Minutes

**PRESENT:** Karl Huntoon, Krista Kruse, Stephen Witte, Regina Nelson, Jan Parsons, Kay Peterson, Dan Reynolds

**ABSENT:** Darcy Callas, Brandon Keys

**STAFF:** Leslie Kee, Mary Clark, Sue Wheatley, Christina Conklin, Bryon Lear, Deborah Shippy, Lisa Williams, Jan LaRoche, Lexie Payne

**GUESTS:** Alderman Lori Turner, Alderman Scott Raes, Barbara Sandburg, Elisa Graf

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#### **I. BUSINESS MEETING CALL TO ORDER**

President Huntoon called the meeting to order at 12:01 pm in the Platinum Room at the Moline Public Library.

Barbara Sandburg then introduced Elisa Graf with a request to place a plaque at the Downtown Library that would be fully funded by the Historical Society. The plaque would recognize the history of the Carnegie building. The Library Board thanked Sandburg and Graf and will respond after discussion at the next Board meeting.

#### **II. APPROVAL OF MINUTES**

*Nelson motioned to approve the minutes from the 14 June 2007 regular Library Board meeting, previously distributed by mail to each Director. The motion was seconded and passed unanimously.*

#### **III. LIBRARY DIRECTOR'S REPORT**

- Kee handed out the current Library Board Bylaws to the Policy and Public Relations Committee. The Committee will meet to discuss the bylaws and come back to the Library Board with any changes.
- Kee informed the Board that two patrons have been banned from the Library for three months for violating the Internet Policy. Kee has also banned a patron for one year for violating several library policies and disrupting staff and patrons.
- After discussion, *Reynolds made a motion to approve the non-resident fee from \$135 to \$140 per year. The motion was seconded and approved unanimously.*
- Kee and Clark will meet with OPN and Russell to go through the 11 month walk through punch list. Kee will report back to the Board after the meetings.
- Kee handed out the final draft of the Disaster Plan. The Plan in a requirement of the Per Capita Grant. Kee asked the Board to review and call her if there are any questions or comments.
- Kee handed out a copy of the Council priorities. The Board also received a copy of the Municipal Campus Renovation proposal.
- Huntoon placed the following Board members to sit on the nomination committee for the coming year: Parsons (Chair), Callas, Reynolds. The committee will report back to the Board at the next Board meeting.

#### **IV. BILLS AS OF 30 JUNE 2007**

The Directors reviewed the list of library bills as of 30 June 2007. *The payment of the individual bills, totaling \$54,136.63 was approved and ratified upon the motion of Parsons. The motion was seconded and passed unanimously.*

**V. CORRESPONDENCE**  
Included in board packet.

**VI. COMMITTEE REPORTS**

**A. Executive (Huntoon, Kruse, Witte)**

A meeting was held on 12 July to discuss Kee's Projects Agenda. *Peterson made a motion that the Library Board of Directors approve the annual compensation for the Library Director Leslie Kee be increased, at her recommendation, by 2.25% to keep in line with the pay increases set by the City for other non-union exempt personnel.*

**B. Building and Grounds (Peterson, Keys)**

Peterson reported that she met with Kee and Clark to go over the remaining signage in the Library.

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

No meeting.

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

Huntoon announced that the Fundraising Committee is ready to restate the funding goal from \$2.5 Million to \$1.8 Million. The current fundraising balance is \$1,799,973. An announcement will be made at the annual State of the Library presentation to the City Council in September.

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

No meeting.

**F. Art Committee (Witte, Peterson, Keys)**

No meeting.

**G. City Council Liaison (Lori Turner)**

No report.

**VII. UNFINISHED BUSINESS**

None.

**VIII. NEW BUSINESS**

Witte has received a complaint regarding the drive-up book drop. Kee acknowledged that the book drop is not at the correct height for all car sizes and will discuss with OPN options to make it more accessible for all cars.

**IX. OTHER**

None.

**X. ADJOURNMENT**

There being no further business brought before the Board, the meeting was adjourned at 1:05 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.