

MOLINE PUBLIC LIBRARY

Library Board of Directors

13 March 2008

Minutes

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

ABSENT: Krista Kruse, Todd Franzen

STAFF: Leslie Kee, Mary Clark, Christina Conklin, Bryon Lear, Deborah Shippy, Clara Kangas

GUESTS: Ald. Lori Turner, Ald. Scott Raes

I. BUSINESS MEETING CALL TO ORDER

Vice-President Witte called the meeting to order at 12:03 pm in the Platinum Room at the Moline Public Library.

II. APPROVAL OF MINUTES

Peterson moved to approve the minutes from the 14 February 2008 regular Library Board meeting, previously distributed by mail to each Director. The motion was seconded and passed unanimously.

III. LIBRARY DIRECTOR'S REPORT

- The elevator at the Downtown Library is finished. A fire extinguisher has been added to the elevator cab. Spiegel will move equipment back to the Library during the week of 17 March and the Downtown Library will have a tentative low-key opening by the end of March. The hours will be –
 - Monday – Thursday 9:00 – 5:30
 - Saturday 9:00 – 5:00
- A Letter of Understanding has been signed by the required Union Representatives, Library Personnel and is now on its way for final signatures by the City Attorney and City Administrator. The letter of understanding will be the same as last year, allowing the Library Administration to keep the Library open all Sundays through the entire year.
- Kee handed out a review of the donor wall. The handout shows what the dedication wall will look like when complete.
- Kee will be on vacation 24 March – 28 March 2008.
- Library In-Service day will be in Springfield, IL this year. The day, 21 August, will begin at 6:30 a.m. and end around 7:00 p.m. The staff will tour the Presidential Library and Museum. There are still seats available and if you would like to go, contact Kee.

IV. BILLS AS OF 29 FEBRUARY 2008

The Directors reviewed the list of library bills as of 29 February 2008. *The payment of the individual bills, totaling \$72,409.06 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)

No meeting.

B. Building and Grounds (Peterson)

The Library has had incidents in the past week. A patron fell due to cracks in the sidewalk. Cones have been put in the area of the elevated cracks and Clark has taken pictures and sent them to Russell Construction for evaluation. Another incident involved a patron in the parking lot. Both incidents were reported to Risk Management.

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

After discussion, *Parsons moved to adopt the revised Meeting Room Policy as presented. The motion was seconded and passed unanimously.* The Committee will review the proposed Art Display Policy and will bring to the next meeting.

D. Donor Wall Committee (Peterson, German)

There are a number of signatures that still need to be verified for the Donor Wall. Kee has sent out the letters and has put included 10-day deadline to return them to the Library. Maribel Johnson did a very good job working on this project.

E. Art Committee (Witte, Peterson, Keys)

The Iaccarino prints are being framed and will be hung in an appropriate place when they are delivered to the Library.

Amadeus, artwork by Paul Alguessed, is being purchased and will be hung on the south side of the elevator on the second floor. The artwork will conform to the sweep of the stairwell.

F. City Council Liaison (Lori Turner)

Turner is looking forward to the Downtown Library re-opening.

VII. UNFINISHED BUSINESS

None.

VIII. NEW BUSINESS

None.

IX. OTHER

Parsons commented on programs listed on Program Previews and thanks to those who coordinated the program.

X. ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 12:36 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.