

MOLINE PUBLIC LIBRARY

Library Board of Directors

8 November 2007

Minutes

PRESENT: Stephen Witte, Brandon Keys, Darcy Callas, Karl Huntoon, Jan Parsons, Kay Peterson, Dan Reynolds

ABSENT: Krista Kruse, Regina Nelson

STAFF: Leslie Kee, Mary Clark, Sue Wheatley, Christina Conklin, Bryon Lear, Deborah Shippy, Lisa Williams, Al VanWynsberghe

GUESTS: Alderman Lori Turner, Alderman Scott Raes

I. BUSINESS MEETING CALL TO ORDER

Vice-President Witte called the meeting to order at 12:07 pm in the Brass Room at the Moline Public Library.

II. APPROVAL OF MINUTES

Huntoon motioned to approve the minutes from the 11 October 2007 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, *Reynolds motioned to authorize payment of \$100,000 to the City in partial payment of the RAN loan. The motion was seconded and approved unanimously.* After the \$100,000 payment is made, the Library will have paid back \$1.1M of the \$1.4M that was borrowed.
- The \$100,000 DCEO Grant has been closed out.
- The February Board meeting will be presented with the paperless concept. Regular Board packets will also be sent out as per usual.
- The Cell Phone Policy and Public Computer Use Policy were given to the Policy and Public Relations Committee for review.
- A Trust Fund recap was passed out at the meeting to all Board members.
- A tile has been chosen for the public staircase. The tile is in process of being ordered. While the tile is being replaced, the staircase will be closed for three days. If patrons would like to use the elevator, they will be escorted to the staff elevator.
- The budget hearing that was held at the Library was a success. The only question that was asked regarding the Library budget was concerning the Reher Fund. Since the Reher Fund is a restricted fund, no action was taken.
- Fundraising letters will go out next week.
- Reminder that the Mayor's dinner is on 19 November.
- Kee is currently exploring options for in-house Sirsi training.

IV. BILLS AS OF 31 OCTOBER 2007

The Directors reviewed the list of library bills as of 31 October 2007. *The payment of the individual bills, totaling \$65,195.65 was approved and ratified upon the motion of Callas. The motion was seconded and passed unanimously.*

V. CORRESPONDENCE

The Board received a thank you note from Krista Kruse. All other correspondence was included in the Board packet.

VI. COMMITTEE REPORTS

A. Executive (Kruse, Witte, Keys)

No meeting.

B. Building and Grounds (Peterson)

The green lights outside of the entrance to the building are on order and will be replaced.

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

No report.

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

The donor wall is in process. The shop drawings have not been received to be reviewed.

E. Art Committee (Witte, Peterson, Keys)

The committee met twice in the past month and will be soliciting ideas from local artist, art museums and art teachers.

G. City Council Liaison (Lori Turner)

No report.

VII. UNFINISHED BUSINESS

Reminder that the staff holiday party is on 9 December.

VIII. NEW BUSINESS

None.

IX. OTHER

None.

X. ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 12:55 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 for the Library Board.