

# MOLINE PUBLIC LIBRARY

## Library Board of Directors

11 October 2007

### Minutes

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

**ABSENT:** Krista Kruse

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

**GUESTS:** Alderman Lori Turner, Alderman Scott Raes

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

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

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

*Keys motioned to approve the minutes from the 20 September 2007 regular Library Board meeting, previously distributed by mail to each Director. The motion was seconded and passed unanimously.*

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

- The staff holiday party is on 9 December 2007 at Portabella's. Please contact Deborah Shippy (736-5794) if you would like to attend.
- OPN is ready to move forward to replace the tiles on the public staircase once the Board makes a final decision on their tile choice.
- Fisher Test and Balancing has begun to rebalance the air in the building.
- The problem with the kiosks is still being resolved. The company is working through their insurance.
- A new coil has been ordered for the vestibule to prevent freezing.
- The 8 November Board meeting will be held in the Brass Room.
- Kee will be going on vacation from 18 October through 29 October.
- Hunt Harris' photography exhibit will be on display through the month of October in the library display cases. An Antarctic travelogue will be presented on Sunday, 28 October at 2:00 p.m. in the Library meeting rooms.
- Clark is getting bids for cleaning the Downtown Library to ready the building for re-opening.
- Kee and Clark met with Salma from Dewey's Copper Café. Although the café has a regular clientele the café is not making a profit. Kee recommends the rent stay the same. Salma would like to see a permanent café sign outside. Kee suggested replacing the big tables in the café to smaller ones since seating is so limited. With a consensus from the Board, Kee will pursue these items.
- Reynolds thanked Huntoon and Kee for doing a wonderful job presenting the State of the Library Report to the City Council.
- The 2008 Library Closing Schedule was presented to the Board. *Reynolds motioned to accept the 2008 Library Closing Schedule as presented. The motion was seconded and passed unanimously.*
- Jerry Guinn will be working on an oral history from WWII Veterans and will be using the Platinum room to conduct interviews.

- Todd Mizener, The Dispatch, will be taking pictures of WWII Veterans in time to display for next Memorial Day.

**IV. BILLS AS OF 30 SEPTEMBER 2007**

The Directors reviewed the list of library bills as of 30 September 2007. *The payment of the individual bills, totaling \$63,392.31 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 (Kruse, Witte, Keys)**

No meeting.

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

No report.

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

No report.

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

OPN has been given the go ahead to move forward with the donor wall. We continue to receive letters back verifying the correct spelling and manner that the donor would like their name to be presented on the permanent wall.

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

Witte will look at dates to hold a meeting and move forward with Library artwork.

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

Turner reported on how the City Council is going to a paperless Council packet.

**VII. UNFINISHED BUSINESS**

Keys asked about Kee doing special projects for the City Administrator and whether it has been addressed and/or resolved. Kee continues to work on the projects already assigned. Huntoon will talk to the Mayor.

**VIII. NEW BUSINESS**

None

**IX. OTHER**

Parsons presented Huntoon with an appreciation gift for his service as the Library President for the past two terms.

**X. ADJOURNMENT**

There being no further business brought before the Board, the meeting was adjourned at 12:46 p.m.

**Approved:** \_\_\_\_\_

Pursuant to the Bylaws, these minutes were prepared by Mary Clark, Operations Manager, from notes taken by her at the meeting and have been reviewed and revised by Brandon Keys, Secretary for the Library Board.