

MOLINE PUBLIC LIBRARY
Library Board of Directors
Thursday, 14 March 2019
Minutes

PRESENT: Gary Koeller, Sue Blackall, Regina Nelson, Colleen Rafferty, Diane Sommers, Wayne Smith, JoAnn Waldron, Dee Runnels

ABSENT: Scott Bull

STAFF: Bryon Lear, Sue Wheatley, Christina Conklin, Kelly Giovanine, Lisa Williams, Jennifer Christiansen, Priscilla Perez-Taylor

GUESTS: Alison Fleming, HR Manager

I. Business Meeting Called to Order

President Koeller called the meeting to order at 12:00 p.m. in the Platinum Room of the Moline Public Library.

II. Roll Call, Sue Wheatley, Recorder

Roll call was taken with Koeller, Nelson, Rafferty, Sommers, Smith, Waldron, Runnels and Blackall present. Absent: Bull

III. Approval of Minutes 14 February 2019 Regular Board Meeting

Smith moved to approve the minutes from the 14 February 2019 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed with the majority, one abstained. .

IV. Correspondence

Included in Board packet.

V. Director's Report (Lear)

- Library staff have been very busy with passport processing. Passports continue to be our biggest revenue generator.
- Lear reminded the Board the State of the City Address will be held on Monday, 18 March.
- The Library is currently hosting the Local Heroin's Touch Screen Exhibit. The exhibit will be here through March.
- The Library staff will start training next week to use Executime for all leave requests.
- Lear reminded the Board the library will be closed on Thursday, 21 March to attend a joint In-service with the Davenport Public Library.
- Due to the absence of notary's at certain times of the day, notary hours will be Monday through Friday, 10:00 – 4:00.

VI. Financial Reports

The Board of Directors reviewed the list of library bills as of 28 February 2019. *The payment of the individual bills, totaling \$30,858.51 was approved and ratified upon the motion of Blackall. The motion was seconded and passed unanimously.*

VII. Committee Reports

A. Executive Committee (Koeller, Blackall, Nelson)

No meeting.

B. Building and Grounds Committee (Bull, Waldron, Smith)

No meeting.

C. Policy Committee (Runnels, Rafferty, Sommers)

No meeting.

D. Art Committee (Nelson, Rafferty, Runnels)

No meeting.

VIII. Unfinished Business

A. Library Closing Procedure

After discussion, Lear was given a consensus to register the library as an official Warming Center with Rock Island County.

B. Other

None.

IX. New Business

A. Projects Agenda

Lear presented a list of projects that need to be approved by the Library Board. The projects will be funded by Trust Fund monies received from the Moline Foundation and Friends Fund Disbursements. After discussion, *Rafferty motioned to approve the projects agenda as presented. The motion was seconded and passed unanimously.*

B. Credit Card Processing Fee Recovery

Lear outlined a plan to recover credit card fees the library incurs doing daily business. The fees will be recovered by changing the fee schedule for meeting room usage and increasing the passport photo fee. With the consensus of the Board, Lear will move forward with increasing the passport fee and bring the Meeting Room Policy for review to the Policy Committee.

C. None

The five-year RK Dixon agreement expires this month and Lear outlined a new lease program which includes the PACE program available to non-profits. After discussion, *Runnels motioned to proceed with the new lease after the lease is reviewed and approved by the Legal Department. The motion was seconded and approved unanimously.*

X. Public Comment

None

XI. Executive Session

The adoption of the following was moved by Nelson, seconded and unanimously approved:

RESOLVED that pursuant to the Open Meetings Act of Illinois, the Executive Committee of the Moline Public Library go into closed session at 1:04 p.m. for the purpose of:

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

The Directors voted as follows:

Koeller	Yes
Nelson	Yes
Rafferty	Yes
Sommers	Yes
Smith	Yes
Waldron	Yes
Runnels	Yes
Blackall	Yes

The Board of Directors of the Moline Public Library reopened the meeting after the closed session at 1:50 p.m. upon the motion of Rafferty, seconded and unanimously approved.

The Directors voted as follows:

Koeller	Yes
Nelson	Yes
Rafferty	Yes
Sommers	Yes
Smith	Yes
Waldron	Yes
Runnels	Yes
Blackall	Yes

No action was taken in closed session.

XII. Adjournment

There being no further business brought before the Board, the meeting was adjourned at 1:50 p.m.

Approved: _____
Pursuant to the Bylaws, these minutes were prepared by Sue Wheatley, Administrative Assistant, and have been reviewed and revised by Regina Nelson, Secretary of the Moline Public Library Board of Directors.