

MOLINE PUBLIC LIBRARY
Library Board of Directors
Thursday, 11 April 2019
Minutes

PRESENT: Sue Blackall, Colleen Rafferty, Diane Sommers, Wayne Smith, JoAnn Waldron, Dee Runnels

ABSENT: Gary Koeller, Regina Nelson, Scott Bull

STAFF: Bryon Lear, Sue Wheatley, Kelly Giovanine, Lisa Williams, Priscilla Perez-Taylor

GUESTS: Chris Mathias, Property Management Coordinator

I. Business Meeting Called to Order

Vice-President Blackall 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 Rafferty, Sommers, Smith, Waldron, Runnels and Blackall present. Absent: Koeller, Nelson, Bull

III. Approval of Minutes 14 March 2019 Regular Board Meeting

Runnels moved to approve the minutes from the 14 March 2019 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

Approval of Minutes 1 April 2019 Special Board Meeting

Sommers moved to approve the minutes from the 1 April 2019 Special Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

IV. Correspondence

Included in Board packet.

Deed of Dedication, 33rd Avenue Project agenda item moved up for discussion.

Mathias explained the Deed of Dedication, 33rd Avenue Project. The project will take 8 ft. from library property on the south-east parking lot. After discussion, *Smith moved to approve the Deed of Dedication, 33rd Avenue project. The motion was seconded and approved unanimously.*

V. Director's Report (Lear)

- Happy National Library Week! Every day, libraries prove that they are powerful agents of community change. This week we celebrate the contributions of our library and to promote library use and support. During this week our library has waived the fee for DVD's and video games as a thank you to our patrons. The celebration of National Library week runs from 8 April through 13 April.
- On 22 March our library staff participated in a library in-service with the Davenport library staff. The day focused on providing library service to the homeless. It was a very informative and worthwhile day.

- It has been a busy training month for staff. The library staff has had training for the following: FMLA, Incident Reports and Executime.
- Projects update: computers, laptops and new chairs for Children's program room have all been received. The interior signage is currently in production. We have also entered into a new lease agreement with RK Dixon for copiers/printers which was approved during the March Board meeting.
- The Per Capita grant has been granted and will be received sometime in 2019.
- Shred day is 4 May from 9:00 – 11:00 am.
- A new fundraising summary will be included in the May Board packet and will be updated each month following.

VI. Financial Reports

The Board of Directors reviewed the list of library bills as of 31 March 2019. *The payment of the individual bills, totaling \$15,738.99 was approved and ratified upon the motion of Waldron. 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)

The Committee met before the Board meeting. Four policies were discussed and will be recommended for a full Board approval at the May Board meeting.

D. Art Committee (Nelson, Rafferty, Runnels)

The Committee will meet on Monday, 22 April.

VIII. Unfinished Business

A. Other

Lear discussed the Art Fair. After exhausting all avenues to promote the event and due to low response/registration, Lear's recommendation is to cancel the event. With a consensus of the Board, Lear will begin to relay the decision to cancel to the registration to all registered participants.

IX. New Business

A. Deed of Dedication, 33rd Avenue Project (Chris Mathias)

Moved and discussed under Correspondence.

B. Trustee Facts File, Chapter 12, Advocacy

Lear outlined the chapter per the Per Capita grant requirements.

C. Other

None

X. Public Comment

None

XI. Executive Session

None

XII. Adjournment

There being no further business brought before the Board, the meeting was adjourned at 12:22 p.m.

Approved: _____

Pursuant to the Bylaws, these minutes were prepared by Sue Wheatley, Administrative Assistant, and have been reviewed and revised by Sue Blackall, Vice-President of the Moline Public Library Board of Directors.