

MINUTES  
Library Board of Trustees  
Silver/Bronze Room, 3210 41<sup>st</sup> Street  
Regular Meeting  
Thursday, July 14, 2022



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**PRESENT:** Diane Sommers  
Dee Runnels  
Regina Nelson  
Sue Blackall  
Elaine Kaple  
Gary Koeller  
Bob Poor  
Sanjana Puri  
Wayne Smith

**ABSENT:**

**STAFF:** Jennifer Christiansen, Circulation Services Coordinator  
Christina Conklin, Children's Services Coordinator  
Callahan Herrig, Development Manager  
Bryon Lear, Library Director  
Priscilla Perez-Taylor, Library Assistant Circulation  
Deborah Shippy, Cataloging & Acquisitions Coordinator  
Kristy Vermeulen, Library Administrative Assistant

**OTHER:** Alderman James Patrick Schmidt

**Call to Order**

Library Board President, Diane Sommers, called the meeting to order at 12:00p.m. in the Library Silver/Bronze Room.

**Roll Call**

Roll call was taken with Blackall, Nelson, Kaple, Koeller, Poor, Puri, Runnels, Smith, and Sommers present. Absent: None.

**Items on Consent**

Approval of the Library Board Meeting Minutes June 9, 2022.  
Approval of Building and Grounds Meeting Minutes June 9, 2022.  
Approval of the June 2022 Bills.  
Approval of the June Trust Fund Report.

**Omnibus Vote**

Poor, seconded by Blackall, moved to approve items on consent agenda by omnibus vote. Motion carried with unanimous approval.

**Correspondence**

In packet.

### **Director's Report**

- Lear reported that June was the best statistical month in more than two years.
- Lear noted the door count for Sundays has dipped, he will continue to monitor through the summer.
- The City is gearing up for the 150<sup>th</sup> Birthday Bash at the end of August and librarians Lisa Powell Williams and Bri Rodgers have been active on the planning committee.
- The Library will host a small 150<sup>th</sup> bash in September as well, commemorating the 1<sup>st</sup> Moline Public Library Board meeting on September 21<sup>st</sup>, 1872.
- Notary Public service started back up with appointments available 10am-4pm Monday through Friday.
- The vacant Library Assistant Circulation position has been accepted by Shanna Bertram. Her expected start date is Monday August 1<sup>st</sup>.
- Lear noted various building projects including the painting of the meeting rooms, the removal of the brick enclosure surrounding the chiller, the insulation of Zahn's art rack in the 2<sup>nd</sup> floor storage room, and the updating of the public lobby restrooms.

### **Committee Reports**

**A. Executive Committee (Sommers, Runnels, Nelson)**

No meeting.

**B. Building and Grounds Committee (Koeller, Blackall, Smith)**

A meeting was held on July 14<sup>th</sup> to continue discussion on The Moline Public Library Gardens.

**C. Policy Committee (Kaple, Poor, Puri)**

No meeting.

**D. Art Committee (Nelson, Runnels, Sommers)**

No meeting.

### **Unfinished Business**

The Building and Grounds committee presented a recommended feature list for the Moline Public Library Gardens to go out for RFQ. Discussion continued about additional features and logistics regarding the development of the property. The need for a balance between audiences was noted. The committee will continue discussion and present a revised list to the board next month. Their hope is to finalize the feature list and go out for RFQ bid in the coming month or two.

### **New Business**

Lear shared a quarterly update on the Library strategic plan, noting the first marketing committee meeting, a core values survey, and information on barriers to service. Lear will share the next update with the Library Board in October.

Lear shared work is being done on the budget for 2022 amendments and projections for 2023, 2024, and 2025. He will report back to the board with updates.

An additional closing date (August 31, 2022) for staff in-service day was brought to the Board. *Smith moved to approve the additional closing date of August 31, 2022 for staff in-service day. The motion was seconded by Kaple and passed unanimously.*

Runnels suggested staff protection and safety training.

**Other Library Business**

None.

**Public Comment**

None.

**Executive Session**

None.

**Adjournment**

There being no further business brought before the Board, the meeting adjourned at 12:40 p.m.

**Approved:**

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Pursuant to the Bylaws, these minutes were prepared by Kristy Vermeulen and reviewed by Regina Nelson, Secretary of the Moline Public Library Board of Directors