Type of Meeting: Monthly Board Meeting

Meeting Facilitator: Eudell Watts III

Invitees: Karen Phillips, Pat Mahar, Kevin Koski, Deborah Freiburg, Holly Sparkman, Elizabeth Russell, Jacki Nelson, Jenni Swanson; Larissa Pothoven, High School Student Board Member; Lisa Lockheart, RIPL; Kathy Lelonek, RIPLF

I. Call to order

II. Attendance

III. Public Comment
   1. Rachel Reimink – RIPL Reference Librarian
   2. Enterprise Fleet Management

IV. Approval of minutes from July 16 2019

V. Board Education

VI. Correspondence

VII. Committee Reports
   A) Finance - Kevin Koski
      1. *Motion whether or not to approve monthly bills for July for a total of $81,341.61. (RC)
      2. CY20 Budget – updates
   B) Buildings and Grounds - Pat Mahar
      1. Downtown Library - West Exit Lettering – updates
      2. *Downtown Library - Utility Fencing Installation Discussion
      3. *Southwest Library – Bushes Along North Parking Lot Request
   C) Personnel & Policy - Kevin Koski
      1. Met – August 6 2019 @3pm – Policies Review and Recommendation
2. *Motion to approve list of policies as presented (RC):
   Circulation Policy & all 5 appendices; Display Policy (Display Cases);
   Displayed Art Policy; Disposal of Surplus Property Policy; Donations Policy;
   Incident Reporting Policy; Library Card Registration Policy; Lost or Abandoned
   Property Policy; Mileage Reimbursement Policy; Mobile Hotspot Policy;
   Postings & Handouts Policy; Programming Policy; Security Camera Policy;
   Staff Development Policy; Volunteer Application & Waiver Volunteer Policy
3. *Motion to approve Photography_Video Statement & Policy as presented.
4. Regularly Scheduled Board Meetings – Start time discussion

D) Planning & Community Relations – Holly Sparkman
   1. Met – July 29 @3pm – Long Range Planning and Talking Points
      Collaboration Agreement for Building Partnership
      Closing of 30/31 Library
      Mobile Library – funding
      Communication and Messaging
   2. RIPL & RIPLF Fall Social Gathering – November 14 2019 @5:30pm

E) Art Committee - Pat Mahar
   1. Met – August 1 @4pm – Local Art Displays

F) Foundation – Kathy Lelonek
   1. Met – August 8 @4pm – Updates

VIII. Administrator Reports
   1. Director’s Reports & Statistics
   2. Milan-Blackhawk Area Public Library District – Met August 19 2019

IX. Unfinished Business
   2. * Library Locations’ Hours – and compiled door count - updates

X. New Business
   1. *Motion whether or not to approve to proceed with entering into a lease
      agreement, pending a thorough positive inspection by Library staff and the City
      Fleet Department, for standard and mobile library vehicles assigned to the
      Library. (RC)
   2. *Motion whether or not to approve disposal of surplus property as presented.
      (RC)
3. *Motion whether or not to approve closure of all RIPL locations for annual staff in-service February 27 2020.*

XI. Information Sharing
- Master Agenda Items – updates
- RDA Book Certificates of Completion – Tech Services Staff
- Standing Committees – updates
- RIPL Centennial Business Award Ceremony – September 14 2019 Jacksonville, IL
- Lil’ Free Libraries Quarterly Report
- RIPL Board of Trustees Contact Sheet

XII. *Closed Session*

XIII. Announcements

XIV. Adjournment

*Represents a voting item*