

**Rock Island Public Library Board Meeting Minutes**  
**August 16, 2022**  
**5:00pm**  
***Rock Island Public Library – 2<sup>nd</sup> Floor, Downtown Library***

**Type of Meeting:** Regularly Scheduled Board Meeting

**Meeting Facilitator:** Eudell Watts III

**Call to Order:** President Eudell Watts III called the meeting to order at 5:00 pm.

**Attendance:** Elizabeth Russell (arrived at 5:02pm), Pat Mahar, Jo Noon, Deborah Freiburg, Jacki Nelson, Jenni Swanson; Malachi Kohlwey, Business Office & Facilities Director; Sam Baugous, RIHS Teen Advisory Member

**Absent:** Karen Phillips, Dr. Yolanda Grandberry Pugh; Lisa Lockheart, Publicity/Outreach Liaison; Angela Campbell, Library Director; Kathy Lelonek, Foundation Director

**Public Comment:** None.

**Approval of Minutes:** The Board reviewed the meeting minutes of July 19, 2022, and the meeting minutes from the Personnel & Policy Committee meeting on August 10, 2022. Without any additions or corrections, President Watts advised the minutes be approved as written.

**Board Education:** Facilities Director Kohlwey discussed Chapter 13 of the *Serving Our Public IL Public Library Standards* and asked if the board had any questions.

**Correspondence:** None.

**Committee Reports**

*Finance – Jenni Swanson*

Jenni Swanson made a motion to approve monthly bills for July in the amount of \$ 99,140.46. Debbie Freiburg seconded. After no further discussion, President Watts took a recorded vote: 6 ayes – Mahar, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried. Facilities Director Kohlwey advised that Director Campbell and himself will meet with the City Manager and City Finance Director for the Library CY 2023 budget review on August 25<sup>th</sup> at 9:30 am and invited the board to attend.

*Buildings and Grounds – Pat Mahar*

No report from this committee.

Personnel & Policy – Debbie Freiburg

The Personnel & Policy Committee met on August 10, 2022. Debbie Freiburg advised that the committee reviewed, discussed, and recommended that all reviewed Library policies be moved forward for board approval. Additionally, Debbie Freiburg advised that the City HR director attended the committee meeting and will be working with the Library when revising city policies and the employee handbook. Jacki Nelson added that the City and Library would work to create a written agreement that outlines the services the City provides to the Library.

Planning & Community Relations – Karen Phillips

No report from this committee.

Art – Pat Mahar

No report from this committee.

Foundation – Kathy Lelonek

Facilities Director Kohlwey provided an update on the Capital Campaign. The Foundation will open a bank account for the new Library PALS (Patrons advocating for Library services) group. Facilities Director Kohlwey advised that Foundation Director Lelonek, Director Campbell, and himself are giving tours of the Watts-Midtown Library site. The next meeting of the Foundation Board will be November 10, 2022, at 4 pm at the Downtown Library.

**Administrator Reports**

Director's Reports & Statistics – Facilities Director Kohlwey advised that the Libraries new IDEA (Inclusivity, Diversity, Equity, and Accessibility) Committee has been meeting and reviewing Library policies through an IDEA lens. Youth Services Librarian Emily Tobin received the Project Next Generation Grant from the State Library, which is planned to purchase STEAM kits for young adult programming! National Library Card Sign-up month is September, and Library staff is planning and organizing outreach opportunities in the community. The Library PALS group just finished its second book sale event and has made over \$100 at each sale! Facilities Director Kohlwey asked if the Board had any questions.

**Milan Blackhawk Area Public Library District**

Facilities Director Kohlwey advised that the next Milan Blackhawk Board meeting is on August 25, 2022, at 4 pm at the Southwest Library.

**Unfinished Business**

1. Facilities Director Kohlwey provided an update on the South Parking Lot. Pat Mahar has graciously donated his time to work on a design for the parking lot. The Environmental Site Assessment came back clear. The City Council will vote on the subdivision of the plot at the August 22, 2022, City Council meeting.

## **New Business**

1. Jenni Swanson motioned to approve the Library's CY2023 Budget. Elizabeth Russell seconded. After no further discussion, President Watts took a recorded vote: 6 ayes – Mahar, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
2. Debbie Freiburg motioned to approve all of the Library policy revisions that were recommended by the Personnel & Policy Committee. Jacki Nelson seconded. After no further discussion, President Watts took a recorded vote: 6 ayes – Mahar, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
3. Elizabeth Russell motioned to approve the Fine Free Lending Policy, with an implementation date of January 1, 2023. Pat Mahar seconded. Elizabeth Russell discussed her excitement of being able to remove the Fine barrier for items such as books and movies. After no further discussion, President Watts took a recorded vote: 6 ayes – Mahar, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.
4. Jenni Swanson motioned to approve the closing of the Library on Monday, August 22, 2023 for the annual All-staff In-service Day. Elizabeth Russell seconded. Facilities Director Kohlwey advised that the In-service closing date is for Monday, August 21, 2023. Jenni Swanson and Elizabeth Russell withdrew their motions. Jenni Swanson made a new motion to approve the closing of the Library on Monday, August 21, 2023 for the annual All-staff In-service Day. Elizabeth Russell seconded. After no further discussion, President Watts took a recorded vote: 6 ayes – Mahar, Noon, Freiburg, Nelson, Swanson, Russell; 0 nays; motion carried.

## **Information Sharing**

- Unique Management Report
- Director's University 2.0 Overview & Completion Certificate
  - Facilities Director Kohlwey reported that Director Campbell attended and completed the Illinois Library Director's training and had a great time!

**\*Closed Session – Not needed**

## **Announcements:**

**Adjournment** – President Watts adjourned the meeting at 5:21 pm.

Next meeting is Tuesday, September 20, at 5:00 pm, on the 2<sup>nd</sup> Floor of the Downtown Library.

Respectfully submitted,  
Malachi Kohlwey, Business Office & Facilities Director