

MOLINE PUBLIC LIBRARY
Library Board of Directors
12 September 2013
Minutes

PRESENT: Regina Nelson, Scott Bull, Kay Peterson, Gary Koeller, Wayne Smith, Dee Runnels, Sara Wynn

ABSENT: Colleen Rafferty, Lori Turner

STAFF: Lee Ann Fisher, Sue Wheatley, Bryon Lear, Lisa Powell Williams, Christina Conklin, Michael Crawford

GUESTS: Mayor Scott Raes

I. BUSINESS MEETING CALL TO ORDER

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

II. APPROVAL OF MINUTES

Smith moved to approve the minutes, as written, from the 8 August 2013 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

III. DIRECTOR'S REPORT

- **Board Review: Illinois State Standards, Chapter 10, Marketing, Promotion and Collaboration (Per Capita requirement)**

After review, Fisher will put together a Publicity Committee made up of staff to formalize a publicity procedure handbook. The handbook will then be given to the Policy & PR Committee to review.

Fisher Reported:

- The control board on the café cooler has been replaced.
- The HVAC air filters have been changed.
- The check valve has been repaired and has greatly increased water pressure into the building.

IV. BILLS AS OF 31 AUGUST 2013

The Trustees reviewed the list of library bills as of 31 August 2013. *The payment of the individual bills, totaling \$54,178.42 was approved and ratified upon the motion of Koeller. The motion was seconded and passed unanimously.*

V. CORRESPONDENCE

Included in Board packet.

VI. COMMITTEE REPORTS

A. Executive (Nelson, Bull, Rafferty)

No meeting.

B. Building and Grounds (Peterson, Bull, Koeller, Smith)

No meeting.

C. Policy and Public Relations (Wynn, Rafferty, Runnels)

No meeting.

D. Art Committee (Peterson, Koeller, Rafferty, Runnels)

No meeting.

VII. UNFINISHED BUSINESS

- **Nominating Committee Report (Koeller)**

The Nominating Committee having determined eligibility and consent presents the following slate of officers for the 2013-2014 term:

President	Gary Koeller
Vice President	Wayne Smith
Secretary	Sara Wynn

Runnels moved to accept the nominated slate of officers as the elected slate of officers. The motion was seconded and passed unanimously.

- Peterson was approached by a patron who wanted to know if she could purchase the library owned Carolyn England watercolor entitled Southern Bells. Peterson informed the patron that the Library cannot sell library owned artwork since the artwork was purchased with the Helen B. Reher Fund.

VIII. NEW BUSINESS

- **City Council Liaison (Nelson)**

Mayor Raes addressed the Board. Since Lori Turner, 5th Ward Ald., has been appointed to the Library Board, there will not be another Council Liaison appointed to the Board.

- **FY2014 Budget (Fisher)**

Fisher and Lear met with Kathy Carr, Finance Director and Lew Steinbrecher, City Administrator, to discuss the FY2014 Library Budget. There is a \$264,000 deficit in the library budget that cannot be resolved by cutting expenses that are already at “bare bones” levels. While depleting the library reserves of \$163,000 would leave us with no reserves in case of an emergency, the Library is included in the City 90 day reserve that the City maintains. After discussion, Fisher recommended to balance forward \$163,000 in operating reserves, depleting the Library operating reserves and have the remaining \$101,000 shortfall covered by a ½ percent tax levy increase, pending Council approval. *Koeller moved to approve using \$163,000 in library operating reserves, to help meet the FY2014 budget shortfall, with the remaining \$101,000 shortfall being made up from a ½ percent tax levy increase, pending Council approval. The motion was seconded and approved by majority.*

Roll call vote as follows:

Peterson	Yes
Koeller	Yes
Smith	Yes
Runnels	Yes
Wynn	Yes
Bull	Yes
Nelson	No

IX. OTHER

- Public Comment – None
- Executive Session - None

X. ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 12:43 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, President of the Moline Public Library Board of Trustees.