

MOLINE PUBLIC LIBRARY
Library Board of Directors
14 November 2013
Minutes

PRESENT: Gary Koeller, Wayne Smith, Scott Bull, Regina Nelson, Kay Peterson, Colleen, Dee Runnels, Lori Turner

ABSENT: Sara Wynn, Colleen Rafferty

STAFF: Lee Ann Fisher, Sue Wheatley, Jan LaRoche

GUESTS:

I. BUSINESS MEETING CALL TO ORDER

President Koeller 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 Peterson, Bull, Turner, Nelson, Runnels, Smith and Koeller present.
Absent: Wynn, Rafferty

III. APPROVAL OF AGENDA

Koeller pulled item number VII/C (Library Director Recruitment Expenses) from the agenda. The agenda was approved with one change.

IV. APPROVAL OF MINUTES 10 OCTOBER 2013 REGULAR BOARD MEETING

Runnels moved to approve the minutes, as corrected, from the 10 October 2013 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

V. CORRESPONDENCE

- Fisher has been approached by Dr. Lorenzen, Dean of Western Illinois University Library, with an interest for WIU students to be issued Moline library cards. With a consensus of the Library Board, Fisher will pursue discussion with all parties of interest, including RiverShare and RAILS.
- Fisher was interviewed by Dawn Neuses, The Dispatch. The interview will appear in the paper on Sunday or Monday.

VI. DIRECTOR'S REPORT

- Jo Ann Meincke, Children's Library Associate, will retire her position at the end of November. The Library received 326 applications for the open position.
- Fisher has been elected Vice Chair of the RiverShare Executive Committee.
- The depression in the parking lot has been repaired by the Public Works Dept.

VII. FINANCIAL REPORTS

A. Bills – 31 October 2013

The Trustees reviewed the list of library bills as of 31 October 2013. *The payment of the individual bills, totaling \$48,714.60 was approved and ratified upon the motion of Turner. The motion was seconded and passed unanimously.*

B. Library Director Recruitment Expenses

Tabled. To be discussed at the December meeting.

C. Budget

Fisher reported currently the 2014 Library budget is balanced with the \$109,000 coming from the City General Fund. The tax levy was voted down by council.

VIII. COMMITTEE REPORT

A. Executive Committee (Koeller, Smith, Wynn)

No meeting

B. Building and Grounds Committee (Peterson, Bull, Smith, Turner)

No meeting

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

No meeting

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

No meeting. The Committee will meet in December.

IX. UNFINISHED BUSINESS

A. Closed Session Minutes Review (Runnels, Peterson)

Runnels and Peterson met on 23 October 2013 to review Library Board closed session minutes. After discussion, *Runnels moved to authorize the following for closed session minutes dated between 10/11/90 and 07/20/13 on the summary attached here to be handled in the following manner:*

All minutes related to Citation #1 (Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees [5 ILCS 120/2(C)(1)], Citation #2 (Collective Negotiating Matters [5 ILCS 120/2(C)(2)]), Citation #6 (Pending Litigation, probable, or Imminent Litigation [5 ILCS 120/2(C)(11)]) be maintained as confidential until further review. All minutes related to Citation #4 (Purchase, or Lease of Real Property [5 ILCS 120/2(C)(5)]), be made available for public inspection. The motion was seconded and passed unanimously.

B. Other

Nelson suggested that the Library have some sort of planned activities/programs for children on the days they get out of school early (early dismissal every Wednesday at 1:30.)

Nelson requested additional information in regards to the change in patron registration procedures Fisher will have more information for the December Board meeting.

Nelson inquired as to when the Annual Gift Giving letter will be sent out. Fisher will start working on the letter and have it sent out during the first week of December.

Smith inquired as to the progress with the erosion issue on the library property. Fisher will have an updated at the December meeting.

Nelson requested that paper towel dispensers be put in the public restrooms. Fisher will explore options and have an update at the December meeting.

X. NEW BUSINESS

A. Library Closing Schedule 2014 (motion to approve)

Turner moved to approve the 2014 Library Closing Schedule as presented. The motion was seconded and passed unanimously.

B. Revised Staffing Chart

Fisher presented a revised staffing chart with the following changes:

With the retirement of Jo Ann Meincke, Library Associate, her position was downgraded to a Library Assistant.

The Library Page's will now be supervised by the Lead Library Page instead of a shared supervisor responsibility between a Library Associate/Circulation and Library Associate/Children's.

C. Other

Turner reported that Moline is planning open houses to gather community input for updates of master plans for the Edgewater, Moline Centre and Floreciente neighborhoods. The Edgewater open house is from 6:00 to 8:00 p.m. Tuesday, 19 November at the WIU Riverfront Campus.

The Moline Centre open house is from 6:00 to 8:00 p.m. on Wednesday, 20 November at the Boys & Girls Club of the Mississippi Valley teen center. The Floreciente open house is from 6:00 to 8:00 p.m. Thursday, 21 November at St. John's Lutheran Church hall in Rock Island.

XI. PUBLIC COMMENT

Members of the public are permitted to speak, after first stating their name and address.

None

XII. EXECUTIVE SESSION

None

XII. ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 1:17 p.m.

Approved: _____

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