

MOLINE PUBLIC LIBRARY
Library Board of Directors
12 February 2015
Minutes

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

ABSENT:

STAFF: Lee Ann Fisher, Sue Wheatley, Bryon Lear, Christina Conklin, Lisa Powell Williams, Jan LaRoche

GUESTS: Amy Keys/Assistant City Attorney

I. Business Meeting Called 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 Koeller, Smith, Wynn, Peterson, Bull, Rafferty, Turner, Nelson, Runnels.

III. Approval of Agenda

The agenda was approved with one change, there will be no executive session. The change was approved unanimously.

IV. Approval of Minutes 11 December 2014 Regular Board Meeting

Rafferty moved to approve the minutes from the 11 December 2014 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

V. Communication from the Public

None.

VI. Correspondence

Included in Board packet.

VII. Director's Report (Fisher)

- The 2014 annual gift giving letter has brought in \$7,827.
- The new revenue line, notary service, has brought in an extra \$58.
- A total of 1,255 books/materials have been ordered to date.
- The Children's Department had 171 people attend the superheroes training camp.
- The PNG grant is going well.

VIII. Financial Reports

The Trustees reviewed the list of library bills as of 31 December 2014. *The payment of the individual bills, totaling \$66,218.34 was approved and ratified upon the motion of Nelson. The motion was seconded and passed unanimously.*

The Trustees reviewed the list of library bills as of 31 January 2015. *The payment of the individual bills, totaling \$10,819.26 was approved and ratified upon the motion of Bull. The motion was seconded and passed unanimously.*

IX. Committee Reports

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.

X. Unfinished Business

A. Passport Agency Update (Fisher)

The Library will start accepting passport applications on 17 March 2015. We continue to work on signage and will start the process to “train the trainer” in March so we can have a good pool of staff to draw from to process applications.

B. New Position Update (Fisher)

After interviews, the Library Development/Marketing Coordinator position was offered to the top candidate. Koeller will speak to Fleming, HR Director, to discuss next steps.

C. Laying Track to the Future – E-rate (Fisher)

After discussion of category 1 and category 2 E-rate options, with a consensus of the Board, the Library will move forward with category 1. Category 2 will be researched/reviewed by the Policy & PR Committee to weigh the CIPA requirements that are required with category 2 and report back to the Board.

D. Annual Gift Giving

The annual gift giving letter has raised \$7,827.

E. Other

Fisher was tasked to contact MidAmerican Energy to begin the process of having another energy audit.

Fisher will give a library update/report to the City Council sometime in May.

XI. New Business

A. Non-Resident Fee 2015 (motion to approve)

Rafferty moved to allow the Moline Public Library offer library cards to non-residents at a set fee of \$145 for the 2015 calendar year. The motion was seconded and approved unanimously.

B. Internet Fraud

Fisher reported that she was alerted there is a potential facebook scam that includes donations being sent to a P.O. Box to benefit the Moline Public Library. Fisher has been in contact with the Police Chief and a detective has been assigned to the case.

C. Serving Our Public 3.0 – Chapter 6, Access

The chapter was reviewed by the Board.

D. Other

Salma Arabi has sold Dewey's/Café Du Monde, LLC. to Melinda (Mindy) Alsheikha. Since the café lease is under the Café Du Monde, L.L.C., the lease stays intact with a new owner.

XII. Public Comment

Members of the public are permitted to speak after stating their name.
None.

XIII. Executive Session

None

XIV. Adjournment

There being no further business brought before the Board, the meeting was adjourned at 1:35 p.m.

Approved: _____

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