

MOLINE PUBLIC LIBRARY
Library Board of Directors
12 March 2015
Minutes

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

ABSENT: Regina Nelson, Colleen Rafferty, Lori Turner

STAFF: Lee Ann Fisher, Bryon Lear, Christina Conklin, Michael Crawford, Eileen Ackerland

GUESTS: Melinda Alsheikha/Café

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, Runnels present. Absent: Nelson, Rafferty, Turner

III. Approval of Agenda

The agenda was approved with no changes

IV. Approval of Minutes 12 February 2015 Regular Board Meeting

Peterson moved to approve the minutes from the 12 February 2015 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

Approval of Minutes 25 February 2015 Special Board Meeting

Smith moved to approve the minutes from the 25 February 2015 Special Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

Approval of Minutes 27 February 2015 Policy & PR Committee Meeting

Bull moved to approve the minutes from the 27 February 2015 Policy & PR Committee 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

Fisher shared a letter from Salma Arabi that confirmed the sale of the Café/Café Du Monde, LLC to Melinda Alsheikha on 1 March 2015. A copy of the letter was also sent to Maureen Riggs, City Attorney.

VII. Director's Report (Fisher)

- Ackerland reported the status of the passport services. To date there have been 59 applications which equates to \$1,475 taken in since the service began on 17 February 2015. Currently the Library has seven staff members who can process applications with six more in training.

VIII. Financial Reports

The Trustees reviewed the list of library bills as of 28 February 2015. *The payment of the individual bills, totaling \$57,718.76 was approved and ratified upon the motion of Peterson. 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)

The committee met on 27 February and submitted the following policies for adoption and approval.

- **Meeting Room Policy**

After discussion, *Runnels moved to approve the Meeting Room Policy as presented. The motion was seconded and approved unanimously.*

- **Disruptive Patron Policy**

After discussion, *Runnels moved to approve the Disruptive Patron Policy with one change, adding "the use of tobacco or tobacco products is not permitted." The motion was seconded and passed unanimously.*

- **Technology Plan**

After discussion, *Runnels moved that the Technology Plan dated June 2014 be adopted, charging staff to come up with proposals as to how to fund the plan. The motion was seconded and passed unanimously.*

- **CIPA Discussion**

After discussion, *Runnels moved that the library staff proceed pursuing with the Category I E-rate funding but take no action with CIPA at this time. The motion was seconded and approved unanimously.*

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

No meeting.

X. Unfinished Business

A. Utility Audit Update (Fisher)

Fisher, Lear and Bull met with MidAmerican Energy for a utility audit at the Library. The application has been filled out and an assessment should be received towards the end of April.

B. New Position Update (Fisher)

An offer has been made and accepted for the Library Development/Marketing Coordinator position with a start date within two to four weeks.

C. Laying Track to the Future – Community Survey

Russell Medley at the Illinois University Extension Office is creating a community survey with the library input. The survey should be completed soon.

D. Other

None.

XI. New Business

A. Cafe Name Change Discussion

Melinda Alsheikha presented name change options with graphics to the board. After discussion, *Runnels moved to accept the Dark Matter Cafe. The motion was seconded and approved unanimously.*

B. Serving Our Public 3.0 – Chapter 7, Collection Management and Resource Sharing

The chapter was reviewed by the Board.

C. Other

None.

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 1:02 p.m.

Approved: _____

Pursuant to the Bylaws, these minutes were prepared by Christina Conklin, Children's Services Coordinator, and have been reviewed and revised by Sara Wynn, Secretary of the Moline Public Library Board of Directors.