

MOLINE PUBLIC LIBRARY
Library Board of Directors
Thursday, 12 October 2017
Minutes

PRESENT: Gary Koeller, Regina Nelson, Scott Bull, Diane Sommers, Wayne Smith, JoAnn Waldron,

ABSENT: Sue Blackall, Colleen Rafferty, Dee Runnels

STAFF: Bryon Lear, Sue Wheatley, Jennifer Christiansen, Lisa Williams, Deborah Shippy,
Christina Conklin, Kelly Giovanine, Michael Crawford

GUESTS:

I. Business Meeting Called to Order

President Koeller called the meeting to order at 12:01 p.m. in the Platinum Room of the Moline Public Library.

II. Roll Call, Sue Wheatley, Recorder

Roll call was taken with Koeller, Nelson, Bull, Sommers, Smith and Waldron present.
Absent: Blackall, Rafferty, Runnels

III. Approval of Agenda

The agenda was approved as presented.

IV. Approval of Minutes 14 September 2017 Regular Board Meeting

Waldron moved to approve the minutes from the 14 September 2017 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

Approval of Minutes 14 September 2017 Building & Grounds Committee Meeting

Smith moved to approve the minutes from the 14 September 2017 Building & Grounds Committee meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

Approval of Minutes 25 September 2017 Executive Committee Meeting

Nelson moved to approve the minutes from the 25 September 2017 Executive Committee meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

V. Correspondence

In packet.

VI. Director's Report (Lear)

- After Franklin Elementary School's fire that displaced them to the former WIU campus building the Library offered to loan a collection to the school library. The school officials contacted Lear to let him know that the school library collection was cleaned and restored and the library service was no longer needed.
- The free library that Williams won at a conference has been put in Stephen's Park and stocked with books.

- Lear and Christiansen have been working with Black Hawk College on a reciprocal borrowing contract that will be similar to the WIU contract. After the contract is completed, Lear will bring it to the Board for approval.
- Mayor Acri invited Lear to attend a Coffee with the Community on 18 September. Lear fielded a few questions in regards to the Library.
- The bridge model is back in the library lobby.
- A new collection of artwork is on the blue wall. The artwork was borrowed from the Matteson family collection.
- The Friends of the Library will host a basket raffle in the lobby during the week of 23 October. Silent auction items will also be available. Proceeds will be used to provide programming at the library.
- The annual appeal letter will go out in mid-November.

VII. Financial Reports

The Board of Director's reviewed the list of library bills as of 30 September 2017. *The payment of the individual bills, totaling \$21,341.05 was approved and ratified upon the motion of Waldron. The motion was seconded and passed unanimously.*

VIII. Committee Reports

A. Executive Committee (Koeller, Blackall, Nelson)

The committee met on 25 September to discuss the FY2018 budget draft.

B. Building and Grounds Committee (Bull, Waldron, Smith)

The Committee met on 14 September before the regular meeting. The discussion was in regards to the outdoor landscape of the Library. Since the meeting, the Parks Department has taken care of the landscaping needs of the Library. The Committee approved the quote given by Heritage to landscape the Huntoon Garden in the amount of \$730.

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

No meeting.

D. Art Committee (Nelson, Rafferty, Runnels)

No meeting. A meeting was scheduled but canceled due to lack of quorum. Nelson attended and discussions were held with Zahn in regards to an art competition with an entry fee and prize month and a bench competition. The outdoor sculpture is still on the table.

IX. Unfinished Business

A. FY2018 Budget (update)

Lear reviewed the newly submitted draft budget. The Library submitted the FY2018 budget with a \$388,000 deficit. Lear was informed the City will not be able to assist with additional funds to balance the library budget. Lear was asked to make cuts in the amount of the deficit. Lear was able to do so by cutting a few miscellaneous budget lines, decreasing the material lines down to 10% and balancing forwarding library reserves in the amount of \$272,000.

B. Strategic Plan Update – 3rd Quarter

Lear reviewed the Strategic Plan. Everything is progressing as scheduled.

C. Other

None.

X. New Business

A. Committee Appointments (Koeller)

Koeller appointed Smith to the Building & Grounds Committee. All other committees will stand.

B. Per Capita Grant Requirements – Trustee Facts File Chapter 3

Lear reviewed the Trustee Facts File Chapter 3, Board Organization with the Board.

C. Other

Lear reported the QR code project is near completion. Lear will demonstrate the QR codes at an upcoming meeting.

XI. Public Comment

None

XII. Executive Session

None.

XIII. Adjournment

There being no further business brought before the Board, the meeting was adjourned at 1:00 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, Secretary of the Moline Public Library Board of Directors.