

MOLINE PUBLIC LIBRARY
Library Board of Directors
Thursday, 9 November 2017
Minutes

PRESENT: Gary Koeller, Sue Blackall, Regina Nelson, Colleen Rafferty, Diane Sommers, Wayne Smith, JoAnn Waldron, Dee Runnels (electronically, non-voting)

ABSENT: Scott Bull

STAFF: Bryon Lear, Sue Wheatley, Jennifer Christiansen, Lisa Williams, Deborah Shippy, Christina Conklin, Kelly Giovanine, Priscilla Perez-Taylor

GUESTS: Ald. Parker

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, Blackall, Nelson, Rafferty, Sommers, Smith, Waldron, Runnels (electronically, non-voting) present. Absent: Bull

III. Approval of Agenda

The agenda was approved as presented.

IV. Approval of Minutes 12 October 2017 Regular Board Meeting

Nelson moved to approve the minutes from the 12 October 2017 regular Library Board 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)

- Lear reported successful programming events throughout the month of October including Tiger Tales and the employment fair.
- Lear attended the third budget review session with City Administrator Maxeiner and City Finance Director, Kathy Carr. The budget will be approved in the month of December.
- The annual appeal letter is near completion and should go out in early December.
- The Friends of the Library has added additional store hours.
- Lear will include the new PrairieCat Strategic Plan in the December Board packet.
- City Administrator Maxeiner has added a Friday report to the City website. This is designed to keep citizens informed of what is happening weekly in their City and always includes information about the library.
- The Library's new website is scheduled to go live in December.
- Reminder: the Library will be closed on Saturday, 11 November in observance of the Veteran's day holiday.

VII. Financial Reports

The Board of Director's reviewed the list of library bills as of 31 October 2017. *The payment of the individual bills, totaling \$71,799.70 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)

No meeting.

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

No meeting.

C. Policy Committee (Runnels, Rafferty, Sommers)

No meeting.

D. Art Committee (Nelson, Rafferty, Runnels)

No meeting.

IX. Unfinished Business

A. Marketing Plan Review

Lear reviewed the newly penned Marketing Plan.

B. Strategic Plan Update – 3rd Quarter

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

C. Other

None.

X. New Business

A. Per Capita Grant Requirements

- Trustee Facts File – Chapter 4, Legal Responsibilities and Liability
The Board reviewed the chapter with no questions.
- Safety Training Video
Lear provided a safety training video, Run. Hide. Fight.
- As a requirement for the Per Capita Grant, Lear ensured all Board members have completed Open Meetings Act training and submitted their Conflict of Interest Statements.

B. Café Lease

The Café Lease discussion was tabled for Executive Session.

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

The adoption of the following was moved by Nelson, seconded and unanimously approved:

RESOLVED that pursuant to the Open Meetings Act of Illinois, the Library Board of Trustees for the Moline Public Library go into closed session at 12:46 p.m. for the purpose of:

Price Setting for Sale, or Lease of Municipal Property, [5 ILCS 120/2(C)(6)]

The Directors voted as follows:

Koeller	Yes
Nelson	Yes
Rafferty	Yes
Sommers	Yes
Smith	Yes
Waldron	Yes
Blackall	Yes

The Board of Directors of the Moline Public Library reopened the meeting after the closed session at 1:30 p.m. upon the motion of Rafferty, seconded and unanimously approved.

The Directors voted as follows:

Koeller	Yes
Nelson	Yes
Rafferty	Yes
Sommers	Yes
Smith	Yes
Waldron	Yes
Blackall	Yes

No action was taken in closed session.

XIII. Adjournment

There being no further business brought before the Board, the meeting was adjourned at 1:31 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.