

MOLINE PUBLIC LIBRARY
Library Board of Directors
Thursday, 13 September 2018
Minutes

PRESENT: Gary Koeller, Sue Blackall, Scott Bull, Colleen Rafferty, Diane Sommers, Wayne Smith, JoAnn Waldron, Dee Runnels

ABSENT: Regina Nelson

STAFF: Bryon Lear, Sue Wheatley, Jennifer Christiansen, Lisa Williams, Deborah Shippy, Kelly Giovanine, Christina Conklin, Jessica Hill, Marta Timbrook

GUESTS: Alderman Parker, Alderman Wendt

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, Bull, Rafferty, Sommers, Smith, Waldron and Runnels present. Absent: Nelson.

III. Approval of Agenda

The agenda was approved as presented.

IV. Approval of Minutes 9 August 2018 Regular Board Meeting

Runnels moved to approve the minutes from the 9 August 2018 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.

V. Correspondence

Included in Board packet.

VI. Director's Report (Lear)

- Conklin introduced new Children's Library Assistant, Jessica Hill.
- Lear reported that Saturday, 8 September the first Kruse Memorial Book Club was held at the Library.
- The 8-month projections have been completed and submitted to Finance.
- Brandy Fisher, new owner of the café, will host a grand re-opening/customer appreciate day on Saturday, 6 October.
- St. Paul's Lutheran School was the winning school of the Summer Reading Program. The school will be awarded a \$100 prize funded by the Friends of the Library.
- September is National Library Card Sign-up month.
- The local history room conversion to an adult/young adult program room is almost complete.
- The library elevators have passed the annual elevator inspection for 2018.
- The library also had a successful annual fire department inspection. Roof access signs have been posted on doors to inform where the roof access is located.

- Reminder: The Library will be closed on Friday, 28 September for Library In-Service.

VII. Financial Reports

The Board of Directors reviewed the list of library bills as of 31 August 2018. *The payment of the individual bills, totaling \$53,965.32 was approved and ratified upon the motion of Rafferty. 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. The Committee will meet on Tuesday, 18 September.

IX. Unfinished Business

A. Nominating Committee Report

The Nominating Committee having determined eligibility and consent presents the following slate of officers for the 2018-2019 term:

President	Gary Koeller
Vice-President	Sue Blackall
Secretary	Regina Nelson

Rafferty moved to accept the nominated slate of officers as the elected slate of officers. The motion was seconded and passed unanimously.

B. E-Rate Overview and Discussion

Lear gave a presentation of the E-Rate process. After discussion, Lear will investigate and bring back more information to the October meeting.

C. Other

None.

X. New Business

A. Library Closing Schedule 2019 (motion to approve)

Runnels moved to accept the 2019 Closing Schedule as presented. The motion was seconded and approved unanimously.

B. Budget FY2019

Lear met with Kathy Carr, Finance Director and Doug Maxeiner, City Administrator as an informational meeting of the library budget. Lear will keep the Board updated as the budget process moves forward.

C. Other

None.

XI. Public Comment

None

XII. Executive Session

None.

XIII. Adjournment

There being no further business brought before the Board, the meeting was adjourned at 1:03 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.