

**MOLINE PUBLIC LIBRARY**  
**Library Board of Directors**  
**Thursday, 10 October 2019**  
**Minutes**

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

**ABSENT:** Regina Nelson, Scott Bull

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

**GUESTS:**

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**I. Business Meeting Called to Order**

President Blackall 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 Blackall, Sommers, Rafferty, Koeller, Smith, Waldron and Runnels present. Nelson and Bull absent.

**III. Approval of Minutes 12 September 2019 Regular Board Meeting**

*Koeller moved to approve the minutes from the 12 September 2019 regular Library Board meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.*

**Approval of Minutes 8 August 2019 Building & Grounds Committee meeting**

*Sommers moved to approve the minutes from the 8 August 2019 Building & Grounds Committee meeting previously distributed by e-mail/mail to each Trustee. The motion was seconded and passed unanimously.*

**IV. Correspondence**

Included in Board packet.

**V. Director's Report (Lear)**

- The Library was closed on Saturday, 5 October due to the water being shut off as work continues on the 33<sup>rd</sup> Avenue construction project. The Library reopened on Monday, 7 October.
- The Library was without power for an hour and a half on Wednesday, 2 October. The power was restored and we were able to stay open to serve the patrons.
- Thanks to Lisa Williams for securing 15 second promos from WVIK to advertise Best Selling and award winning Documentary Producer Rick Beyer. Beyer will present at the Library on 5 November at 6:30 p.m.
- The Library was awarded a \$975 grant from Tyson Foundation for kits to serve our developmentally disabled patrons.
- Thanks to Jennifer Christiansen for designing a promotional meeting room flyer and arranging to have it professionally printed. We will do a targeted mailing to businesses and groups as well as have them available in card racks.

- The Friends of the Library will hold their annual basket raffle during the week of 21 October and end the week with a book sale on Friday and Saturday.
- Lear was able to locate the Right of First Refusal from the original purchase of the Peterson property.
- Conklin did a short presentation of the new vox books available in the Children's Department.

## **VI. Financial Reports**

The Board of Directors reviewed the list of library bills as of 30 September 2019. *The payment of the individual bills, totaling \$50,624.12 was approved and ratified upon the motion of Rafferty. The motion was seconded and passed unanimously.*

## **VII. Committee Reports**

### **A. Executive Committee (Koeller, Blackall, Nelson)**

The Executive Committee met on Wednesday, 9 October to discuss the FY2020 budget. Lear will present the draft budget late in the 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.

## **VIII. Unfinished Business**

### **A. FY2020 Budget Update**

Lear discussed and outlined the FY2020 budget for Board review. Lear was directed to set up a meeting with JD Schulte, Interim City Administrator and the Board to gain clarity of the budget process.

### **B. Other**

Runnels reported the RAILS meeting has a new way to advertise monthly programs or events going on at the library. A business card will be printed with monthly events/dates to hand out to patrons. Runnels announced RAILS will hold a meeting to discuss Lights, Camera, Action – How to Use Video for Library Marketing at the RAILS Coal Valley Service Center on Wednesday, Oct. 30, from 9:30 a.m. – 12:30 p.m.

## **IX. New Business**

### **A. Carol Carlson Bequest**

Lear reported a bequest has been received by the Friends of the Library on behalf of the Moline Public Library.

### **B. Per Capita Grant Requirement: Organizational Management**

As per the Per Capita Grant requirements, Lear will send out a link to Board members to complete an online training to be completed by the 12 December regular Board meeting.

### **C. Other**

None

**X. Public Comment**

None

**XI. Executive Session**

None

**XII. 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 Diane Sommers, Secretary of the Moline Public Library Board of Directors.