

ROCK RIVER LIBRARY DISTRICT - BOARD MEETING

Location – 806 1st Ave. Silvis, IL

Wednesday, October 16th, 2019 at 6:30 p.m.

Minutes

Present: Pat Held, President, Stacy Bawden, Treasurer, Julie Black, Secretary, Pam Bragg, Joanne Riedl, Linda Johnson, and Amy Fry, Library Director

Absent: Carole Karenke

1. Call to Order by Pat Held at 6:30
2. Public Comment - None
3. Approval of Minutes from previous meeting(s) – Motion made by Pam, seconded by Stacy – motion unanimous
4. Monthly Treasurer’s Report - Motion made by Julie, seconded by Pam – motion unanimous
5. Director’s Report
 - a. Library Updates
 - i. Parking Lot – The library parking lot is owned by the City of Silvis. The cost of new asphalt is being split between the City and the Silvis Library – total is roughly \$24,000. This should be done by Thanksgiving.
 - ii. Interior Tile and Paint – The Silvis Library Board approved replacing the tile in the programming room, storage room, computer/router room, staff breakroom, and staff bathroom. They also approved painting the programming room. All of this should happen in January 2020.
 - iii. Trunk or Treat – We have twice as many organizations signed up to host a trunk as we did last year. Over 1000 people have shown interest on our Facebook Post. The event is this Saturday from 5pm – 7pm in the Silvis Library parking lot.
 - iv. Pug Day (PrairieCat Users Group Day) – This is an annual training opportunity afforded to members of PrairieCat. This year it was held at NIU Extension Campus in Rockford. Three staff members attended – and participated in 12 different training sessions.
 - v. Performer’s Showcase – This is an annual event, hosted this year at Musser Public Library, that showcases different performers that can be hire for library programming – specifically Summer Reading. ShoShanna (the Children’s Librarian) and Amy (Director) both attended. They found several performers for SRP 2020!
 - vi. Meet and greet with the Silvis Library Board will be open to RRLB members on Monday, December 9 at 5:30 – prior to their regular board meeting
 - b. Updated Notes for 2020 Tax Levy – The numbers for the Railroad Assessment can be obtained in April instead of September now.

6. Unfinished Business

- a. CLOSED SESSION - Director's Review - At 6:42pm, it was moved to convene in closed session to discuss employment, compensation and employee benefits, as allowed in Exception 5 in Section 2c 5 1LCS 120/2 (A).
A motion was made by Julie and seconded by Joanne – Approved unanimously

The Board came back from closed executive session at 6:50 pm.

A motion was made by Joanne and seconded by Linda – Approved unanimously

- b. Library Director's Gift - As a thanks for the huge amount of work done by Amy for the RRLB, it was moved by Julie and seconded by Joanne to award her a \$300 gift. It was approved unanimously.
- c. Trustee Training - Short-Takes Video: The Board Members watched and discussed a video on Library Advocacy. A handout from the video was in our packets.
- d. Ordinance 19-04, Tax Levy – APPROVAL
Motion made by Julie and seconded by Pam - Approved unanimously
- e. Truth in Taxation – Secretary's Certificate – Signed by Pat Held
- f. Annual Financial Report – APPROVAL
Motion made by Joanne and seconded by Julie - Approved unanimously

Yays: 6 Nays: 0

A Certification of 3/5 Majority Vote Form was filled out. Amy will submit the AFR as presented prior to the February deadline.

- g. Donations to Schools – APPROVAL – After discussion it was decided to increase the donations to the following schools from previous years of \$500 to \$750: United Township, George O Barr, Silvis Junior High, Bowlesburg and from \$1000 to \$1500 to Eagle Ridge
Motion made by Julie and seconded Pam - Approved unanimously
It was also decided that a new letter will be written to explain the intent of these school donations and will accompany the checks.
- h. Treasurer to Pay Winter Bills – APPROVAL
This was moved by Joanne and seconded by Julie - Approved unanimously

7. New Business

- a. Payments to Silvis - \$48,378.55 + Per Capita Grant
Moved by Joanne and seconded by Pam - Approved unanimously
- b. Statements of Economic Interest: Forms will be sent out by the County after January 1st and must be submitted by each board member by April 20, 2020.
- c. Unclaimed Property Report Status – Amy will have this completed prior to the November 1st deadline.

8. Items to be placed on next meeting's agenda - April

- a. Director's Report (Unclaimed Property Report Status)
- b. Rock River Library District Bylaws - REVIEW
- c. 1 Year Closed Session Minutes - REVIEW
- d. Long Range Plans – REVIEW
- e. Start budget

f. Library Wishes

9. Adjournment moved by Julie and seconded by Joanne - Approved unanimously at 7:30 pm

Respectfully submitted by Julie Black, Secretary

**NEXT Regular Board Meeting for Rock River Library District
Wednesday, April 15th, 2020, 6:30 PM**