

Meeting location: Silvis Public Library
806 1st Ave, Silvis, IL 61282

Date of Meeting: May 8, 2017

The meeting began at 6:02 pm.

Present: Joy Cummings, Crystal McCaw, Beth Tepen, New Trustee Diane Madden, Sharon Kelley, Marigrace Alonso

Staff: Nancy Ashbrook Visitors: Jim Nelson, Mayor Matt Carter

Absent: Carley Turkmani, Alex Turkmani, New Trustee Nick DeBaillie

Public Comment: Jim Nelson administered Oath of Office for Marigrace Alonso (renewing) & Diane Madden (new)

Minutes – Motion: Beth Tepen Second: Marigrace Alonso
They were unanimously approved.

Board President Joy Cummings reported about a workshop she attended on board governance and keys to being a library trustee. One takeaway she felt we should implement is a consent agenda. This would allow multiple items to be voted on with a single action. If any item in the consent agenda generates discussion, it needs to be moved onto the agenda separately. Jim Nelson spoke about the use of consent agenda within City Council meetings, said past 90 days agendas are on the City website and said he would be available for questions about this process. Nancy noted that the bylaws would need to be amended to allow the use of a consent agenda. It was discussed that the budget, the Library's one committee, has to be a separate line item. Joy Cummings plans to attend another board training offered by ATLAS on June 3.

\$6,384.70 in bills presented.

Motion: Diane Madden Second: Crystal McCaw Motion carried.

The Director gave her monthly report. Nancy discussed circulation and noted that program participation has been very strong for teen events. However, some of the newer program ideas such as the puzzle exchange and craft swap were not as popular as hoped. She suggested that more promotion would have helped.

The 2017 Per Capita grant award letter was included in the Board Packet, and the award is smaller; from \$9800 in prior years to \$5806 in 2017. The award letter includes the caveat "that due to the lack of a state budget, payments will be significantly delayed." On a positive note, Nancy passed along a memo indicating that the Institute for Library and Museum Services budget was fully funded and received a \$1 million increase over last year. This federal money doesn't directly impact the Silvis Library, but is an affirmative statement of the importance of libraries and the free services they provide to citizens.

Summer Reading Program theme is "Build a Better World." It will include many activities such as Kids STEM studios every Thursday night until August 10th, a composting program, volunteering and disaster preparedness for families, children and adults. Nancy also acknowledged the many donations from businesses and individuals for the summer reading program. In particular, Eye Surgeons Associates donated \$1,000.

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NEW Silvis Library cards, funded by Friends of Silvis Library, have been received. Signage for the new entrance to the Library should be up before the next Board meeting.

Nancy reported that Catalina Martinez will be making an effort to do outreach programming at Falcon Farms mobile home park; RRLD wants this new outreach program.

The Rotary Literacy Committee, which Nancy serves on, has a goal for raising \$50,000 to get iPads into the third grade classrooms in Silvis and East Moline school districts.

Surveillance cameras will be installed at Silvis Public Library in approximately a month and a half. First half being paid now; balance due upon completion of the project. Nancy noted that the board will need to develop a policy about the cameras and the recordings.

Nancy's health insurance rates are increasing \$25/month. The new provider will be Blue Cross/Blue Shield, having switched from United Healthcare. The board felt that increase was minimal and did not warrant a search for a lower premium with another company.

The library purchased passes to the Putnam Museum and Niabi Zoo for patron use. They can be checked out, are valid for 2 days, and will be assessed \$5/day overdue fines. Beth Tepen suggested getting QC Botanical Center passes; Nancy agreed to look into it.

Friends Monthly Report: The group asked for all requests so they can pick what projects they wish to fund. The Good Friday Bake Sale was a great success. Made about \$1400, and Royal Neighbors will match \$1000.

Unfinished Business:

Board watched Short Takes for Trustees Video "Library Policies."

Joy Cummings, President, Beth Tepen, Vice President, and Carley Turkmani, Secretary were elected. Motion: Sharon Kelley Seconded: Diane Madden Motion carried.

The Strategic Plan was reviewed. Next month the Director will present the final draft of the strategic plan. The website progress continues. A sample website is available for the staff and Trustees to review.

The Internet Use Policy was presented. Consolidation of text and an amendment to allow children 13 and over to use the public access computers were the biggest changes. Question was raised whether there were parental complaints? Director responded the only problem was getting the parental permission form signed before a child needs to use it; oftentimes it just isn't possible. Board to review the changes and amend/approve it at the June meeting.

In new business, the Board will review the Short Takes for Trustees Video (June) "Strategic Planning" and a review of closed session minutes.

The meeting adjourned at 7:20 pm.

Respectfully submitted by Beth Tepen 5/9/2017.