

Rock River Library District Board Meeting – April 18, 2018

806 1<sup>st</sup> Avenue, Silvis, IL 61282

Wednesday – May 16, 2018

Minutes

Present: Pat Held, President, Stacy Bawden, Treasurer, Julie Black, Secretary, Carole Karenke, Pam Bragg and Mary Snook

Staff: Nancy Ashbrook - Director

Meeting called to order by Pat at 6:30

There was no one present for public comment.

Approval of minutes from previous meeting: Moved by Julie and seconded by Carole - unanimous approval.

Approval of Treasurer's report: Moved by Julie and seconded by Carole – unanimous approval.

Director's report:

- Nancy reported that eBook check-outs service continues to grow. She reported that the average is between 50-75 per month This clearly shows the high interest in this service per month.
- **Carbon Cliff** mini summer reading program – Bill Suess has been unable to find volunteers to help with the program. There was much discussion about what could be done with the program. The idea of bussing children to the Silvis library was discussed but it was feared to be too expensive. We will see if Haidee can do it on Thursday evenings. Placemats have come in to be used. It was moved by Julie and seconded by Pam to allow no more than \$100 dollars for fruit purchases. It was unanimously approved.
- For the **Falcon Farms** summer program, it will run for four weeks on Wednesdays. (June 13-July 11) Mary volunteered to take flyers to homes to advertise the program. She has been very busy preparing for the program. We agreed the flyers should invite children ages preschool to about age 8 and they should bring their friends and siblings. There will be prizes (the library is wrapping up already purchased books to give).
- After discussion, it was agreed to proceed with a promotional mailer again this year. Stacy said that she would be willing to look over the mailing list to look for duplicate names and other oddities. We agreed to offer a drawing for prizes for people who brought in the mailing as a way to get residents to come into the library. We will wait to see how many cards we get before we purchase prizes. It was moved by Julie and seconded by Mary to spend up to \$600 dollars to hire a printer for the cards. It was passed unanimously. We also decided that we would like the library staff to ask for email

addressed of people who bring in the cards so we can put them on the email list to receive monthly newsletters.

- OMA certificate is needed for Mary Snook
- Nancy announced that she will be leaving at the end of June for a new position in Hampshire, Illinois. We will her all the very best and thank her for all of her hard work.

#### Unfinished Business:

- AFR/library district auditing requirements – tabled
- RRLD Contract the Silvis – Reviewed – Moved by Julie and seconded by Stacy – unanimously approved
- Election of Officers – done at last meeting – All officers agreed to remain at current position. – Unanimously approved
- Ord. 18-01 – Adopt Dates and Times of Meeting – Moved by Stacy and Seconded by Pam to use new format. Approved unanimously.
- Review and Approve for Public Hearing, Tentative Budget & Appropriation for Ordinance 18-02 – Moved by Julie and seconded by Carole – Approved unanimously.
- Discussion was done about plans for minutes from Closed Sessions. It was agreed that we would follow past practice and NOT release those minutes if a closed session was held.

#### New Business (on the agenda for next meeting):

- Review and Approve for Public Hearing, Tentative Budget & Appropriation for Ordinance 18-02
- Ord. 18-03, Prevailing Wage – post on website –save money
- Discuss IPLAR's Secretary's Audit – online
- Discuss Per Capita Grant Requirements
- Library Wishes – Nancy suggested a chase lounge for the library break room. We will look into that request.

Meeting adjourned at 7:38 - Moved by Julie and seconded by Pat. Voted unanimously.

Next RRLD meeting – Wednesday, July 18, 2018 at 6:30 at the Silvis Library – **Because the library will be on summer hours, the library will be closed. Please enter through the rear door.**

Respectfully submitted,

Julie Black