

ROCK RIVER LIBRARY DISTRICT - Board Meeting

Location: 806 1st Avenue, Silvis, IL 61282

May 25, 2022, at 6:30 PM

The meeting was called to order at 6:33

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

Public Comment: None

Agenda:

1. Approval of Minutes.

A motion was made to approve the April 2022 minutes as presented.

The motion was made by Pam and seconded by Linda,

After the motion was moved and seconded, Pat opened the floor up for discussion and followed by a vocal vote.

There were seven votes in the affirmative and zero votes in the negative. There is a two-thirds vote in the affirmative and the *April 2022 minutes* are adopted.

2. Treasurer's Report:

A motion was made to approve the Treasurer's Report as presented.

A motion to approve the report was made by Stacy and seconded by Pam.

After the motion was moved and seconded, Pat opened the floor up to discussion and a vote.

There were seven votes in the affirmative and zero votes in the negative. There is a two-thirds vote in the affirmative and the *Treasurer's Report* is approved.

3. Director's Report

a. COVID-19 Phased Reopening Plan

i. Social Distancing - The library is open, at full capacity, social distancing is still required.

ii. Masking – Employees are still required to wear a mask. The library reserves the right to revert to requiring masks for patrons if our area has another spike in transmission rates or hospital bed capacity decreases significantly (due to COVID cases).

iii. Programming - Beginning June 1st, all programming will be held in person.

1. The library will no longer post Facebook Live programming videos.

2. To encourage patrons to attend library events, registration will be limited to in-person attendance only. If there are kits remaining after the in-person event, they will be given out on a first-come-first-serve basis.

- iv. Electronic Meeting Attendance – The COVID-19 Gubernatorial Disaster Proclamation allows virtual attendance to count towards the quorum. It is renewed monthly. If all trustees are comfortable attending in-person, meetings will not be offered virtually.

b. Building Maintenance

- i. Parking Lot – Amy spoke with Nevada Lemke (City Administrator) to discuss the parking lot. They have a quote and will update us with more details asap. The doorway is still flooding during heavy rains.
- ii. Book Drop – The outdoor book drop will be replaced this year. The library is aiming to get it completed by October. The current box is very old and is rusting out in the bottom.
- iii. Summer Reading 2022 (Read Beyond the Beaten Path) – The library is fully decorated, including window paintings by local artist, Atlanta Dawn. Youth Services Coordinator, Katelynn Lesage, is promoting the program through school/daycare visits. Online promotion has begun. The Rock River mailer includes Summer Reading Registration instructions.

c. Rock River Library District Mailing – The first mailer was sent on My 19th to all households in the Rock River Library District.

- i. Amy suggested creating an RRLD logo prior to the next mailing. Amy will bring some additional suggestions to our next meeting for us to look over for ideas.
- ii. Amy suggested that Page 2 of the next mailer be dedicated to explaining what the RRLD is, confirmation that their household falls within the district, and the library services that this makes them eligible to receive. Possibly a bit of the history too. Spacing is an issue. You can't get a lot of text on an oversized postcard.

d. Thank You Cards from Schools - The letter that Stacy sent out with the donation checks was presented to the trustees. Each school was asked to send confirmation of receipt of donation, along with an explanation of how funds are spent. All schools confirmed receipt of donation. Eagle Ridge plans to use it for new library furniture. Bowlesburg is planning on using the funds to purchase a magazine subscription to National Geographic for Kids and add to the nature section in their Dewey Number Books. Silvis School District is using the donation to complete book series and purchase reading incentives.

4. Unfinished Business

- a. Discuss Trustee Per Capita Requirements for FY22-23 - The State Library has not posted the Per Capita Grant Requirements yet. Amy believes they will be similar to last year (review of all checklists in Serving the Public 4.0). Amy will update us on this at the July meeting.
- b. Election of Officers - Per the discussion at the April meeting, Pat Held agreed to run for President, Joanne Riedel agreed to run for Vice-President, Julie Black as Secretary, and Stacy Bawden as Treasurer.

A motion was made by Joanne to elect all the proposed officers at one time since they are all running unopposed. It was seconded by Julie.

After the motion was moved and seconded, Pat opened the floor up to discussion.

There are seven votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative and the *proposed officers* were elected.

- c. RRLD Contract with Silvis - The service contract with Silvis Public Library was presented.

A motion to accept the FY22-23 Silvis Library Contract was made.

A motion was made by Julie and seconded by Pam.

After the motion was moved and seconded, Pat opened the floor up to discussion.

There are seven votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative and the *FY22-23 Contract with Silvis* was approved.

- d. Ordinance 22-01 (Meeting Dates & Times) – Amy presented the proposed Ordinance 22-01.

A motion to accept Ordinance 22-01 was made.

A motion was made by Julie and seconded by Joanne.

After the motion was moved and seconded, Pat opened the floor up to discussion.

There are seven votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative and *Ordinance 22-01 (Meeting Dates)* was approved.

- e. Ordinance 22-02 (Tentative Budget & Appropriation) - Amy presented a draft of the Tentative Budget & Appropriations for FY22-23.

A motion to POST the Tentative Budget & Appropriations was made.

A motion was made by Julie and seconded by Joanne

After the motion was moved and seconded, Pat opened the floor up to discussion.

There are seven votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative and the motion to *POST Ordinance 22-02 (Tentative Budget & Appropriations)* was approved.

5. New Business

- a. Budget & Appropriations Public Hearing Date – The date of the meeting MUST be published at least 30 days prior to the meeting. July 20th at 6:15 pm (prior to the regularly scheduled Board Meeting) was suggested by Amy. (There is a need for at least three board members to be in attendance at that time.)

A motion to have the Public Hearing on July 20th at 6:15 pm was made.

A motion was made by Julie and seconded by Linda

After the motion was moved and seconded, Pat opened the floor up to discussion.

There are seven votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative and the July 20th, 6:15 pm Budget & Appropriations Public Hearing Date was approved.

- b. Library Wishes – Amy presented the board with a list of library wishes to the trustees. She asked the board to let her know which they would like to present for funding at the July meeting.
 - i. Hot Spots & Service Agreements – Amy asked the RRLD board if they would be interested in purchasing 5 hot spots and yearly service agreements. The initial cost would be roughly \$800. If the board decided to sponsor this purchase, Amy would ask the RRLD to continue purchasing their yearly service agreements in future years. The Silvis Library is currently paying for 15 hotspots with service but does not have the budget to add additional service agreements.
 - ii. Teen Programming Supplies – Amy asked the RRLD board if they would be interested in purchasing video games and a new karaoke machine for Teen Programming. She will bring this up again at the May meeting.
 - iii. Adult Programming Kits – The Board asked Amy to find the average cost of adult programming kits and what it would cost to add 5 additional kits to the craft classes for a year. The average cost was \$8 per kit, the total for the year (200 kits) would be \$1600.
 - iv. It was suggested that the board consider financing all three of Amy’s library wishes (approximately \$3318.83). The board will consider the possibilities at our next meeting.
 - v. Amy presented artwork by local artist Johnnie Cluney. Mr. Cluney recently created the logo for the Friends of the Library. Cost \$250. Amy will bring additional samples for us to look at in July.

6. Items to be placed on the next meeting’s agenda

- Discuss Per Capita Requirements
- IPLAR status
- Adopt Ordinance 22-02 Budget & Appropriation
- Discuss 22-03 Tax Levy
- Discuss Truth in Taxation
- Discuss Treasurer’s Financial Statement (Ordinance 22-04)
- Non-Resident Card Program
- Trustee training – short take video
- Library Wishes

The meeting was moved for adjourned at 7:16 pm.

Respectfully submitted,
Julie Black
RRLB Secretary

**NEXT Board Meeting: Wednesday, July 20th, 2022, 6:30 PM
Following the Public Hearing at 6:15
Silvis Public Library – 806 1st Avenue, Silvis IL. 61282**