



ROCK RIVER LIBRARY DISTRICT BOARD MEETING

806 1st Avenue, Silvis, IL 61282

July 17th, 2024, at 6:30 PM

Present: Those in attendance include Joanne Riedl [Vice-President], Stacy Bawden [Treasurer], Julie Black, [Secretary], Pam Bragg [Trustee]

Library Director: Amy Fry

Absent: Pat Held, Carole Karenke, Linda Johnson

Public present: None

1. Joanne Riedl, Board Vice President, called the meeting to order at 6:31 p.m.

2. Public Comment: none

3. Approval of Minutes.

A motion was made by Julie and seconded by Pam to approve the May 15th, 2024; Board Meeting minutes as presented.

After the motion was moved and seconded, Joanne opened the floor for discussion.

The motion was approved unanimously, and the *May 15th, 2024, Board Meeting minutes* were adopted.

4. Treasurer's Report:

A motion was made by Julie and seconded by Stacy to approve the July 17th, 2024; Treasurer's Report as presented.

After the motion was moved and seconded, Joanne opened the floor for discussion.

The motion was approved unanimously; the *July 17th, 2024, the Treasurer's Report* was adopted.

5. Director's Report

a. Library Happenings

i. Building Maintenance/Projects

1. HVAC Unit: The HVAC unit over the Children's section of the library will be replaced this month.

ii. Programming

1. Centennial Celebration

a. City-wide Event Series: Throughout the library's Centennial year, we will be hosting a series of monthly city-wide events. These will be held at different locations throughout the city, with the goal of reaching as many community members as possible.

i. "Silvis Summer Fest" on August 3rd [McClintock Trucking]: Bounce Zone, Kids Zone, School Supply Giveaway (200 backpacks full of supplies), car show, vendor show, and live music.

ii. "Silvis Hispanic Heritage Festival" on September 14th [Hero Street]: Magician, Face Painters, Balloon Twisters, Toddler Zone,

Craft Vendors, Food Trucks, Car Show, Speakers, Ballet Folkloric, and the Dietz Soliz Band.

- iii. "Bowlesburg Cemetery Tours" on October 5th [Sisters' Park]: Cemetery Historian Minda Powers-Douglas will lead tours through Bowlesburg Cemetery, pointing out people of historical significance to Silvis and the Quad Cities. She will also discuss gravestone carving symbolism along the way.
 - b. Special In-house Events: The library will also host extra special in-house Centennial events throughout the year.
 - i. "Summer Reading Sendoff" on July 27th: All-day button making, magician (12pm), face painting and balloon twisting (1pm).
 - ii. "PreK Day" on August 24th: Storytime & Free Books (10am), Sensory Stations (12p), and Takeaway Craft (1pm).
 - iii. "Teen Fest" on September 7th: Donuts & Free Books (9am), Tie-Dye Tote Bags (12p), and Paracord Bracelet Craft (2pm)
 - iv. "Trunk or Treat" on October 19th: Free comics and goody bags to first 1000 kids, free hot dogs/popcorn/bottled water to first 1500 guests, Spooky Selfie Station, over 30 Trunks, Trophies for Best Trunks, prizes for best costumes.
 - c. Local History Series: To celebrate the library's Centennial year, the library is hosting a series of monthly local history programs.
 - i. "The Roots of Rural Music" on August 19th.
 - ii. "The Art of the Apron with Tami Finley" on September 16th.
 - iii. "Haunted History in the Quad Cities" on October 25th.
 - d. Silvis Library Centennial Proclamation: Mayor Carter proclaimed June 24, 2024, the Silvis Public Library Centennial Day. This coincided with the library's birthday celebration and the book launch.
 - e. History Book: The book was released on June 24th. Copies are \$25 each (cash or check only).
 - f. QC Live Monthly television spot: Beginning in February, the library began appearing on a monthly segment of QC Live. Shaniece, Katelynn, and Minda each discuss upcoming Centennial events. The next segment will air live on August 14th.
2. Summer Reading Program: Registration is up 56% from last year.
- iii. Personnel
 1. Circulation Clerk Position: Roger Decker has resigned from his position. His hours (4 per week) have been distributed to the other circulation clerks.
 2. Custodian Position: Tim VanOpdorp was hired in June as the part-time custodian (7 hours per week).
 - iv. Rock River Library District Mailing: The process of working with the postcard company was difficult this year. Next year, Amy will be looking into designing the postcard herself to decrease costs and investigate other companies for the printing/mailing.
- b. Annual Reports
 - i. IPLAR Status: For "public library districts," including the Rock River Library District, the deadline is on or before September 1ST of each year. This will be completed prior to the August meeting.
 - ii. Per Capita Grant Requirements 24-25: The requirements have not been updated, but they will likely remain the same as they have in the previous few years.

iii. 2024 Per Capita Award: Rock River was awarded \$5,019.30. Check given to Stacy Bawden, Treasurer.

c. Documents Filed

- i. Elected Officers List: A copy was sent to the County Clerk's Office and IL State Library.
- ii. Ordinance 24-01 (Meeting Dates): A copy was sent to the County Clerk's Office.
- iii. Publish Public Hearing: The date of the meeting was published at least 30 days prior to the meeting. Proof of Publication of the Public Hearing for Budget & Appropriations was sent to the County Clerk's Office.

d. Newspaper Publication Platform (Column) – Amy introduced the board to the new newspaper publication platform that she will now be required to use when publishing for the Rock River Library District.

e. FOIA/OMA (DIRECTOR & Trustees):

- i. FOIA: The library director is required to complete this training annually. Amy has completed her 2024 certification.
- ii. Open Meetings Act (OMA) Training – The library director is required to complete this annually. Trustees are required to complete this once every term. All trustees are current. Amy has also completed her 2024 certification.

f. Trustee Facts File (Chapter 10: Budgeting and Financial Management): Chapter 10 discusses the types of revenue that public libraries receive, possible library expenditures, and budgeting guidelines.

6. Unfinished Business

a. APPROVE – Ordinance 24-02 (Budget & Appropriations): A motion was made by Julie to approve Ordinance 23-02 as presented. The motion was seconded by Stacy

After the motion was moved and seconded, Joanne opened the floor for discussion.

Secretary Julie Black announced the roll call vote, ending with the Board President.

Carole Karenke – ab
Julie Black – yes
Stacy Bawden – yes
Joanne Riedl – yes

Pam Bragg – yes
Linda Johnson – ab
Pat Held – ab

There are four votes in the affirmative and zero votes in the negative. There was a two-thirds vote in the affirmative and Ordinance 24-02 (Budget and Appropriations) was approved.

b. CLOSED Session - pursuant to 5 ILCS 120/2(c)21: Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

At 6:41 p.m., a motion was made to put the open session on hold and enter closed executive session, pursuant to 5 ILCS 120/2(c)21 to discuss minutes of meetings lawfully closed under this

Act, for purposes of approval by the body of the minutes and semi-annual review of the minutes as mandated by Section 2.06.

The motion was made by Pam and seconded by Julie to go to closed session

Secretary, Julie Black requested a Roll Call Vote, ending with the Board President

Stacy Bawden – yes
Julie Black – yes
Pam Bragg – yes
Carole Karenke – ab

Linda Johnson – ab
Joanne Riedl – yes
Pat Held - ab

There are four votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative and *the open session was put on hold to enter closed session.*

At 6:44 p.m., a motion was made to close the executive session and reenter the open session.

A motion was made by Julie and seconded by Stacy to return to open session

Secretary, Julie Black requested a Roll Call Vote, ending with the Board President

Stacy Bawden – yes
Julie Black – yes
Pam Bragg – yes
Carole Karenke – ab

Linda Johnson – ab
Joanne Riedl – yes
Pat Held - ab

There are four votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative and *the executive session was closed on open session was reentered.*

- c. APPROVE – Closed Session Minutes (November 2023): A motion was made to approve Closed Session Minutes from the November 2023 meeting and *not* release the minutes.
A motion was made by Julie and seconded by Stacy to approve and not release the minutes. After the motion was moved and seconded, Joanne opened the floor for discussion.

There are four votes in the affirmative and zero votes in the negative.

There was a majority vote in the affirmative and the Closed Session Minutes from November 2023 were approved but *NOT* released to the public.

7. New Business

- a. Discuss Trustee Elections (April 1, 2024): Amy is preparing election packets for the board members who are required to run in the April 1st, 2024 election (Julie Black, Stacy Bawden, and Pam Bragg). These will be available at the September meeting. Each packet will include example forms. Receipt of “Statement of Economic Interest” must be filed with nominating petitions. Trustees will need to have their papers notarized and brought to the library Director by November 14th. Amy must file the returned documents by mid-December 2024. Using the information in the packets, she will fill out a “Certificate of Ballot,” and submit it to the County Clerk’s Office (Elections Division). The election will be held on April 1st, 2024.
- b. Discuss Ordinance 24-02 (Tax Levy) – Amy included a handout that goes over taxes, levies, and truth in taxation. She also included a copy of the Final Tax Computation Report that is used to

determine the Levy. Amy asked the trustees to review them before the September meeting. A draft Tax Levy will be presented at the September meeting and be voted on in October.

- c. Discuss Truth in Taxation – A Truth in Taxation Hearing is only required if the levy will be increasing by more than 5% over the previous year’s “Total Extension” amount. Using the “Rock Island County Total Extension,” found on the Final Tax Computation Report, Amy presented the maximum amount that can be levied without a Truth in Taxation Hearing. Whether a hearing must be held or not, a Truth in Taxation Compliance Certificate must be sent to the County Clerk. The need for a Truth in Taxation Hearing will be determined at the September meeting.
- d. Discuss Ordinance 24-04 (Treasurer’s Financial Statement) – Amy included a draft of the Treasurer’s Financial Statement and the Bank Account Ledger spreadsheet. The Treasurer’s Financial Statement will be voted on at the September meeting.
- e. Library Wishes – The library did not have any requests.

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

- 1. Director’s Review
 - Library Happenings
 - i. Centennial
 - ii. Summer Reading
 - Documents Filed - Ordinance 23-02 (B & A)
 - i. A scan of the completed document will be sent to Rock Island County within 30 days of approval.
 - ii. Will be published, without appropriations column, within 30 days of approval.
 - iii. Proof of Publication will be sent to Rock Island County within 30 days of publication.
 - Annual Reports (2024 IPLAR Status)
- 2. Present 24-03 Tax Levy – Do not vote until October
- 3. Determine if Truth in Taxation Hearing will be needed
- 4. Adopt Treasurer’s Financial Statement (Ordinance 24-04)
- 5. Trustee Training – Trustee Facts File: Chapter 11
- 6. Election of Officers - Send list to the RI County Clerk & IL State Library. (75 ILCS 16/30-40) DUE: Jul 12.
- 7. Spring Elections Packets
- 8. Discuss School Donations (Approve in October)
- 9. Discuss Treasurer to pay winter bills (Approve in October)
- 10. Discuss Payments to Silvis (Approve in October)
- 11. Library Wishes

9. The adjournment was moved by Julie and seconded by Stacy and the meeting was adjourned at 6:53 pm.

Respectfully submitted,
Julie Black
Rock River Library Board Secretary

NEXT Board Meeting: Wednesday, Sept. 18, 2024, 6:30 PM