



ROCK RIVER LIBRARY DISTRICT BOARD MEETING

SECRETARY NOTES

806 1st Avenue, Silvis, IL 61282

May 21st, 2025, at 6:30 PM

Present: Those in attendance include Pat Held [President], Joanne Riedl [Vice-President], Stacy Bawden [Treasurer], Julie Black [Secretary], Linda Johnson [Trustee], Carole Karenke (Trustee)

Absent: Pam Bragg (Trustee)

Library Director: Amy Fry

1. The meeting was called the meeting to order at 6:30 p.m.

2. Public Comment: None

3. Approval of Minutes.

A motion was made by Stacey and seconded by Julie to approve the April 16th, 2025, Board Meeting Minutes as presented.

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

The motion was approved unanimously, and the April 16th, 2025, Board Meeting minutes were adopted.

4. Treasurer's Report:

A motion was made by Stacy and seconded by Julie to approve the May 21st, 2025, Treasurer's Report as presented.

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

The motion was approved unanimously, and the May 21st, 2025, Treasurer's Report was adopted.

5. Director's Report

- a. Library Happenings

- i. Building Maintenance/Projects

1. HVAC Unit (Circulation Desk Section): THE HVAC above the circulation desk area will be replaced in June.
2. Website: Now that the library is fully staffed again, Amy hopes to continue the website redesign by June.

- ii. Programming

1. Good Friday Bake Sale: The Friends Fundraiser was held on Friday, April 18th, from 10a-4 pm. They had over \$1000 in sales.
2. 2025 Kite Day: The library participated in Kite Day, hosted by the City of Silvis and Silvis Mainstreet. The library hosted a craft table and a bubble station. The bubble Station supplies were covered by the Friends group. 200 children participated.
3. Summer Reading Program 2025: The all-ages program will run from June 1st – July 31st. The Kickoff Event will be held on Monday, June 2nd. Facepainting and Balloon Twisting will be available from 9 am to 11 am.
4. 2025 Hispanic Heritage Festival: This year's event will be hosted by the City of Silvis on Saturday, September 13th. The library will host a smaller version of last year's Kids Zone.
5. 2025 Bingo Fundraiser: The date of this year's Bingo Fundraiser has been moved back to November 22nd.

- iii. Personnel

1. Professional Development

- a. Quarterly Staff Development Day: Staff Development Day was held in May. The upcoming Summer Reading Program was discussed.
2. Staff Changes: All vacancies have been filled. Noah Hill began as the Youth Services Coordinator on April 24th.

- b. Annual Reports

- i. IPLAR Status: For district libraries, including the Rock River Library District, the deadline to complete the Illinois Public Library Annual Report is September 1st of each year, a report shall be filed with the Illinois State Librarian.
 - ii. 2025-26 Per Capita Grant Requirements: In 2026, Illinois libraries seeking Public Library Per Capita and Equalization Grants will need to ensure they meet the requirements outlined in 75 ILCS 10/8.1, 23 Ill Adm. Code 3030.110, 23 Ill. Adm Code 3035.115, and 23 Ill. Adm. Code 3035.135. This includes demonstrating that they are either meeting or making progress towards meeting the Illinois Library standards as most recently adopted by the Illinois Library Association. Libraries must also adopt the American Library Association's Library Bill of Rights and submit the most recently required Illinois Public Library Annual Report (IPLAR).
- c. Documents Filed
 - i. Elected officers list: After approval tonight, this will be sent to the County and IL State Library – due July 1st.
 - ii. Ordinance 25-01 (meeting dates): This will be sent to the county after approval tonight – due July 1st.
 - iii. Publish Public Hearing: The date of the meeting MUST be published at least 30 days prior to the meeting. This will be done after the meeting date is approved this evening.
- d. FOIA/OMA (DIRECTOR & Trustees):
 - i. FOIA: The library director is required to complete this training annually. Amy will complete her FOIA prior to the July meeting.
 - ii. Open Meetings Act (OMA) Training – The library director is required to complete this annually. It will be done prior to the July meeting.
- e. Trustee Facts File (Chapter 14 – Trustee Continuing Education and Appendices): Chapter 14 discusses basic ideas for trustee continuing education, budgeting, and continuing education resources, and includes the appendices.

6. Unfinished Business

- a. Trustee Elections
 - i. Results: Amy received confirmation that the results have been certified. Julie, Pam, and Stacy have all been reelected to 6-year terms.
 - ii. Oath of Office: Julie and Stacy each recited and signed the oath of office. The secretary signed the documents, too. Because Pam was absent, she will take the oath of office at our next meeting in July.
 - iii. OMA Training: Amy gave the newly elected trustees a packet with instructions for the OMA Portal. The training should be completed prior to the July meeting.
- b. Election of Officers: Per the discussion at the April meeting, Pat Held will run for President, Joanne Riedl for Vice-President, Julie Black for Secretary, and Stacy Bawden as Treasurer.
A motion was made by Julie and seconded by Stacy to elect the proposed officers.

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

There are five 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. APPROVE - RRLD Contract with Silvis - The service contract with Silvis Public Library was presented.
A motion was made by Julie and seconded by Stacy to accept the FY25-26 Silvis Library contract.

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

There were five votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative, and the FY25-26 Contract with Silvis was approved.

- d. Ordinance 25-01 (Meeting Dates & Times) – Amy presented the proposed Ordinance 25-01.
A motion was made by Julie and seconded by Stacy to accept Ordinance 25-01.

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

There are five votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative and Ordinance 25-01 (Meeting Dates) was approved.

- e. Ordinance 25-02 (Tentative Budget & Appropriation) - Amy presented a draft of the Tentative Budget & Appropriations for FY23-24. A motion was made by Julie and seconded by Stacy to *POST* the Tentative Budget & Appropriations.

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

There were five votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative, and the motion to *POST Ordinance 25-02 (Tentative Budget & Appropriations)* was approved.

- f. Approve – Payments to Silvis - There were no payment to be made at this time.

7. 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 16th at 6:15 pm (prior to the regularly scheduled Board Meeting) was suggested by Amy. A motion was made by Julie and seconded by Stacy to have the Public Hearing on July 16th at 6:15 pm.

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

There are five votes in the affirmative and zero votes in the negative. There was a majority vote in the affirmative, and the July 16th, 6:15 pm Budget & Appropriations Public Hearing Date was approved.

- b. Library Wishes: Due to the likely elimination of funding for the IMLS, Amy anticipates having library wishes in the future, but not today.

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

- Director's Review
 - i. Library Happenings
 - ii. Programming
 - iii. Documents Filed
 - iv. FOIA Training (Amy)
 - v. OMA Training (Amy)
 - vi. 2025-26 Per Capita Requirements
 - vii. IPLAR Status
- Trustee Training – Trustee Facts File: Chapters 1 & 2
- Election of Officers - Send list to the RI County Clerk & IL State Library. (75 ILCS 16/30-40) DUE: Jul 12.
- Adopt Ordinance 25-02 (Budget & Appropriations)
- Discuss 25-03 Tax Levy
- Discuss Truth in Taxation
- Discuss Treasurer's Financial Statement (Ordinance 25-04)
- Closed Session Minutes – Review?
- Payments to Silvis – Approve
- Library Wishes – Wait until we know if we have cuts due to the IMLS funding freeze

9. Adjournment motion was made by Julie at 6:50 pm.

Public Hearing: Wednesday July 16th, 2025, 6:15 PM
NEXT Board Meeting: Wednesday, July 16th, 2025, 6:30 PM