

President James A. Hoffman called the May 22nd meeting of the Library Board to order at 4:02pm.

Present: James A. Hoffman, Van Thompson, Evelyn Stokes, Debbie VanderBeke, Sheryl Hanson, Trish Burnett, Pam Muehling, Lynn Colgan

Absent: Steve Strupp

Also Present: Laura Long, Library Director

Consent Agenda:

Van Thompson made the motion to accept the consent agenda, Debbie VanderBeke seconded.

Motion carried.

Financial Report from the City of East Moline:

Laura pointed out that we have received another payment of PPRT and so have a balance in our account.

Library Report:

Laura gave an update on the theft of the receipt printer. It has been returned to the police and taken back to the library. As the receipt printer was returned to the library, and because it still works, the library is not pressing charges. However, the perpetrator has been trespassed by the police, and will be arrested if he comes back to the library.

Laura also gave an update on the Lift Pump for the sewer lines. We continue to have issues with the pump being in a constant state of alarm. There was an incident where the sewer pit was almost overflowing, resulting in water backing up out of floor drains and toilets. Fortunately, no damage was done to the library flooring or carpeting, and no sewage overflowed out of the bathrooms. Crawford came and manually emptied the sewer pit, and they will be moving forward with replacing the electronics for the lift pump.

See attached for the full report.

Committee Reports:

Building & Grounds – The building & grounds committee met to review some items both inside and outside the building that need addressed. The focus is going to be on the fascia, the concrete planters, cleaning the aluminum frames, buying additional planters for the front plaza, striping the sidewalk and crosswalk, and fixing the bollards at the end of two of the parking spots. Other things were a waste receptacle for outside and fixing the frame on the large painting by the rear vestibule. A discussion was also had regarding Lynn Colgan’s garden club and what they may be interested in maintaining.

Business:

Dissolution of the East Moline Public Library Foundation effective December 31st, 2023

Laura explained that the foundation was created as a vehicle of the New Market Tax Credits. The foundation currently has no activities, but we are required to pay to keep up with the legal requirements to keep it in compliance. If we dissolve the foundation, the Friends would still have a

501c3 for the library to use, and we would still be able to keep a fund at the Moline Foundation, the same way we had one prior to the establishment of the foundation. The Board had no objections to the proposed dissolution.

ACTION – Display, Exhibit and Donation Box Policy

Laura explained that this is a recommended policy, very similar to our programming policy. It will provide something for the library to use to define what is and what is not appropriate for display, exhibits and donation boxes.

Debbie VanderBeke made the motion to accept the display, exhibit and donation box policy, Van Thompson seconded.

Motion carried.

ACTION – Board of Trustees Bylaws – tabled

Per the policy schedule, the Board reviews the bylaws every other year. A discussion was held regarding term limits. Trish suggested that the Board implement a succession plan instead of term limits, where the vice-president will then serve as president. It was suggested that this be a two-year cycle. Laura will make the requested changes and the board will discuss this again at the next meeting. This would start next year, with Van moving into the presidency, and electing a new vice-president.

ACTION – Budget Changes to reflect new PPRT

Laura presented a new budget with changes to reflect the income we had not planned for from PPRT. Most of the extra money will be put into a mortgage payment, including a cushion to repay up to 5% of overpayment if that becomes necessary. Other areas of change include an increase in salary, a deduction in insurance, and other small changes to reflect actual expenditures to date.

Sheryl Hanson made the motion to accept the proposed budget changes, Pam Muehling seconded.

Hoffman – Yes, Thompson – Yes, Stokes – Yes, VanderBeke – Yes, Hanson – Yes, Burnett – Yes, Muehling – Yes, Colgan – Yes.

Motion carried.

ACTION – Board of Trustees Election of Officers

A slate was presented as James A. Hoffman for president, Van Thompson as vice-president, and Sheryl Hanson as secretary.

Pam Muehling made the motion to elect the slate as presented, Trish Burnett seconded. Motion carried.

Closing Early on July 3rd

Laura asked if the library could close early on Monday, July 3rd as it is the day that East Moline will have its fireworks and that is a day we are typically open until 8pm. The board agreed that closing at 5pm that day was reasonable.

Presidents Items: None

Public Comment: None

Items to be placed on next month's agenda (June 26th):

Non-Resident Fee

Discussion of process for the Director's Evaluation

Adjournment: 4:52pm