

President James A. Hoffman called the January 27th, 2020 meeting of the Library Board to order at 4:00 pm.

Present: James A. Hoffman, Sheryl Hanson, Jim Jannes, Nodie Kipp, Steve Strupp and Van Thompson

Absent: Imogene Jensen, Jeannine Zmuda

Also Present: Debbie VanderBeke, Russ Hodge of the Hodge Group, and Laura Long, Library Director

Introduction of visitors: Debbie VanderBeke was introduced. She will be a new board member, replacing Gerry Baecke who resigned in January.

Minutes: Van made a motion to accept the minutes of the December 2nd regular meeting and the January 15th special meeting as presented. Steve seconded. Motion carried by voice acclamation.

Financial Reports: City of East Moline report – Budget has been well spent. We are continuing to build up the Building & Maintenance Fund.

Bills: Bills for December in the amount of \$56,879.82 and bills for January in the amount of \$20,774.46 were presented. Van made a motion to approve the paid bills. Sheryl seconded. Motion carried by voice acclamation.

A discussion was had regarding moving to a consent agenda. It was decided at this time to move the Minutes and Bills to the consent agenda. The financial reports will remain separate for now.

Library Report: Director Long discussed the ongoing meetings with Doug Rasmussen, the consultant for New Market Tax Credits. More information is going to be coming to the board about the process and what has been happening in March.

Director Long discussed the requirements for the State Grant and how the process is going. She feels we are in good shape to be ready to apply in April.

Communications: None.

Reports: Capital Campaign Committee – Russ Hodge of the Hodge Group presented on the Campaign. He reported on our updated timeline for the project. He also gave an update on philanthropy to date. There is approximately \$600,000 - \$800,000 in grants and corporate giving still outstanding. Jim Jannes met with the committee at Modern Woodman and is very positive coming out of that conversation. We are updating the campaign brochure to reflect new project costs as well as new fundraising achievements. Russ and Director Long had an excellent meeting with Moline Foundation and look forward to continuing our working relationship with them.

The Personnel Committee met to discuss HSA contributions from the library in December. The first of these has been paid out. A reminder was made that the library will need to send a letter at the end of this year reminding staff to put any employer disbursement in Box “D” on their W2.

Old Business: None

New Business: Van motion to approve the transfer of \$80,000 from the General Fund to the Capital Improvement Fund in accordance with the Fund Balance Transfer Policy. Sheryl seconded the motion. There was no discussion.

Hoffman – Yes; Hanson – Yes; Jannes – Yes; Kipp – Yes; Strupp – Yes; Thompson – Yes

The Personnel Committee will meet in February to begin discussion of the Director's Evaluation Process.

Director Long received a letter from Bill Ward asking all who may be interested to send Lou Woodworth a birthday card. The Board may contact Director Long for the address.

Closed session: None

President's items: None

Other: None

Public comment: None

Items to be placed on next month's (February 24th) agenda: Memorial Day Meeting/Blanket Policy for Holidays.

The meeting adjourned at 5:22 pm.

Respectfully submitted,

Laura Long, Secretary Pro Tem