

President, James A. Hoffman, called the May 24th, 2021, meeting of the Library Board to order at 4:00 pm.

Present: Trish Burnett, Lynn Colgan, Sheryl Hanson, James A. Hoffman, Jim Jannes, Steve Strupp, Van Thompson and Debbie VanderBeke.

Also Present: Laura Long, Library Director and Tami Cox, Assistant Library Director

Consent Agenda: Minutes from the April 26th meeting, purchase card, Square, East Moline Public Library Foundation at the Moline Foundation and bills were approved. Van Thompson made a motion to approve the consent agenda and Steve Strupp seconded.

Motion carried.

Financial Report: Laura reported that we are still in the negative for the budget, but once we receive the first tax installment we be back in the positive. Laura also reported on some of the budgets not being up to the percentage of the year, like media budgets, because things are just going directly to streaming and not being put out on dvd's/blue rays. The staff will be encouraged to spend their budgets.

Library report: see attached.

Business: Laura gave an update on the Foundation-annual meeting went well. Van reached out to the auditors from the Moline Foundation about auditing the East Moline Foundation, but they were non-responsive so he reached out to the city auditors and they agreed to take on the audit. Van and Laura both felt this was a good outcome because the city auditors will know what they are looking for and it never hurts to have two sets of eyes on an account.

A discussion was had about going fine free, Laura explained that going fine free would help give access to everyone in our community, but that patrons are still held accountable because if items are not returned, they will still be paying for them and their cards would be blocked. Laura and Tami will work on the procedures. We will not be making a huge announcement at this time, we will be waiting until we move into the new building. Once this becomes policy and we work out procedures we should be able to run reports thru Prairie Cat and see what the percentage of non-returned items is. Van Thompson motioned that we accept the changes/amendments to the circulation policy and Debbie Vanderbeke seconded. The motion passed.

Discussion was had about the election of officers for the board and the committees. Laura reported that we are one person short and if anyone had any suggestions to please let her know. Van Thompson made a motion that we accept the slate of officers as it is currently and that the committee members be as follows. Lynn Colgan seconded. Motion passed. Officers will be: James A. Hoffman, President, Van Thompson, Vice President and Sheryl Hanson, Secretary.

Committee's will be as follows:

Personnel Committee	Building/Grounds	Finance
James A Hoffman	James A. Hoffman	James A. Hoffman
Van Thompson	Sheryl Hanson	Van Thompson
Jim Jannes	Debbie VanderBeke	Steve Strupp
Trish Burnett	Lynn Colgan	Jim Jannes

Discussion was had about the Director's employee evaluation. It was agreed upon that Laura would have her self-evaluation and Tami would have the staff evaluation to James A. Hoffman by June 21st. It was also encouraged that all board members fill out the evaluation form and get it to James A. by June 21st, he will compile all of the input and it will be discussed at the next board meeting in June. Laura will be sending out her last evaluation to the board members to look over.

Concord group reported that the mezzanine glass all has to be replaced. They will be doing a cost analysis to see what the cost will be to replace it and also the frames. It may have to be that some of the offices on the south east corner have drywall instead of glass because of cost. Laura will keep the board updated. Concord also reported that we have to replace the asphalt, it is in bad shape. When digging the ground out for the new addition it was found that there was a building under the dirt, unfortunately, we will have to pay about \$40,000 to have the cement/bricks/garbage taken to the landfill. We are hoping to recoup some of that cost since when they did the soil borings they found that the soil was bad, but now they are thinking that it might have been because the building was there. If that is in fact true, we would save \$30,000 on aggregate footings. Concord will be here in person at the next board meeting.

Jim was very impressed by the timeline that Russell provided, he would like them to add the percentage rate completed in future updates. A discussion was had about the completion date. Laura pointed out that once we get to the punch list items we should be able to start moving in and we are hoping to keep our opening date of February 2022.

Laura reported that the Foundation will be paying the closing cost for the construction/bridge loan and the documents should be signed by the end of the week.

Laura presented some information on LIMRICC, which is a library group that provides health insurance to public libraries thru AETNA. Laura pointed out the small rate increases and that the plans were very comparable to what we have now. It would mean that some of the staff would have an increase in their premiums but would not have the big deductible/out of pocket. Van Thompson motioned that Laura should submit the information to LIMRICC to access our

risk by June 1st and if accepted coverage would start January 2022, Sheryl seconded and motion was passed.

Presidents Items: James A. Hoffman brought up the fundraisers that the Friends group was going to be sponsoring. He encouraged everyone to donate to Birdies for Charity and to buy a yard sign.

Other: Laura informed the Board that she will be on vacation May 28th thru June 9th. She will be in town if an emergency occurs. She also brought up an incident that happened at the “Library Prom” on Saturday, May 22nd. Laura will keep the board abreast of the situation, she will be reaching out to John Showalter at the City.

Public Comment: None

Item’s to be place on next month’s agenda – June 28th, 2021

- a. **Non Resident Fee Approval**
- b. **Acquisition Policy**
- c. **Director’s Evaluation**
- d. **Concord Group**

Adjournment: The Meeting was adjourned at 5:49 pm.

Respectfully submitted,

Tami Cox, Recording Secretary