

President James A. Hoffman called the February 26th meeting of the Library Board to order at 4:00.

Present: James A. Hoffman, Van Thompson, Evenlyn Stokes, Chris Hume, Pam Muehling, Debbie VanderBeke, Trish Burnett, and Lynn Colgan.

Absent: Sheryl Hanson

Also Present: Bianca Sierra and Tami Cox

Introduction of Visitors: None

Consent Agenda:

With the change made to the amount of bills from \$125,484.41 to \$37,717.48; Van Thompson made the motion to accept the consent agenda, Trish Burnett seconded.

Motion carried.

Financial Reports from the City of East Moline:

Van explained that we had received \$20,000 from Hubbell Waterman and instead of depositing it with the city and then trying to get a check, Van directly applied it to the mortgage balance. Van brought back a receipt showing the deposit. That receipt will be with the mortgage balance statements.

Library Report:

Bianca explained about the problems with the building that we have had in the past month. The following things have been fixed, leaking pipes, drywall in the basement and the leak in the sprinkler room. Bianca has not heard back from Kone about the phone in the elevator, she will continue to follow up with them.

Bianca explained that since we have now gone with a janitor on staff, we are responsible for the washing of the mop heads, rugs, etc. Alice has been taking the laundry home with her, but she does not feel like any staff member should have to do that. She has talked to Vespice, but they require a minimum 3-year contract at \$25 per week. Bianca has been researching about putting in a washer and dryer in the building and then Bob would do his own laundry. She will get some figures about the cost of doing this and report back to the board next month.

Bianca also talked about the problems with patrons that we have had in the last couple of months.

Committee Reports:

Van Thompson from the personnel committee explained that Bianca has found a few things in our Employee Handbook that will need to be tweaked. Bianca explained that the dress code, footwear, and remote work policy will change. She will be drafting new policies and will bring them to the board next month. Bianca did say she will be talking to staff and letting them know that the new remote work policy will be in place by June 2nd, 2024.

Business:

There was a discussion about the current health insurance policy. The previous director changed the policy due to budget constraints in 2020, but since our budget is more robust at this time the board felt like we should increase the library portion of payment for spouses and dependent children for employees hired on or after January 1, 2020. The library portion would increase from 50% to 85% effective March 1, 2024.

ACTION:

Van Thompson made the motion to increase the portion of health insurance premium paid for employees hired on or after January 1, 2020 to 85%. Debbie VanderBeke seconded the motion.

Motion carried.

The board reviewed the Gift Ban Policy and the Investment of Public Funds Policy. Bianca will make necessary changes to both and bring them to the board next month as action items.

Presidents Items: None.

Public Comment: None.

The board went into closed session.

Items to be placed on next month's agenda – **March 25th, 2024.**

- a. ACTION: Approve changes to Gift Ban Policy
- b. ACTION: Approve changes to Investment of Public Funds Policy
- c. Review Disaster Plan

The meeting adjourned at 5:30 pm.