

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

May 5, 2016

4:30 p.m.

Present: Conolly, French, Hodge, Muelder, Phillips, Reichel, Siverly, Williamson. [8]

Absent: Cahill. [1]

Also present: Corine Andersen (City Council liaison), Harriett Zipfel (Library Director), Jane Easterly (Assistant Director), and Nancy Terpening (Library Staff)

CALL TO ORDER:

President Reichel called the regular monthly meeting of the Galesburg Public Library Board of Trustees to order at 4:30 p.m. on Thursday, May 5, 2016 in the Hiler Room of the Galesburg Public Library.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MINUTES:

The minutes were changed to state that the board had no issue with the Medical Cannabis Outreach group meeting at the library.

Muelder made a motion to approve the minutes of the April 7, 2016 board meeting as amended. Phillips seconded. There was voice vote approval.

PRESENTATION OF PAYROLL AND EXPENSES

President Reichel presented the list of expenses, add-ons and estimated payroll. He said that there was no money in the general fund to pay the bills. He said that money can be borrowed from the working cash, long-term capital, computer replacement, and debt certificate fund to pay the expenses. The funds will be replaced when property tax money is received in June.

Muelder made a motion to move from working cash, long term capital, computer replacement, debt certificate funds to the operating fund the necessary money to pay our bills with the funds being repaid when property taxes are received and to approve the payment of the list of bills, advanced checks and estimated payroll in the amount of \$120,607.86, add-ons in the amount of \$17,118.99, and petty cash expenditures in the amount of \$388.30. Phillips seconded.

Roll Call #1.

Ayes: Conolly, French, Hodge, Muelder, Phillips, Reichel, Siverly, Williamson [8]

Nays: None.

Absent: Cahill. [1]

President Reichel declared the motion carried.

## COMMITTEE REPORTS

Building Committee: Chairperson Conolly reported that the committee had not met.

Personnel Committee: Chairperson Phillips reported that the committee had not met.

Finance Committee: The committee did not meet.

Policy Committee: Chairperson Siverly reported that the committee had not met.

Construction Committee: The committee did not meet.

Friends of the Library: The Friends book sale will be held May 20, 21 and 23.

GPL Foundation: The Foundation dinner was a success. Naomi Law was the recipient of the Mike Kroll Community Service Award. She made a substantial donation in honor of the library staff.

In August, the Foundation will participate in John Deere Classic Birdies for Charity and host Antiques Appraisal.

## ACTION ITEMS

The Building committee scheduled a building walk through at 5:30 p.m. on May 19.

## DISCUSSION ITEMS

Director's Report:

The Big Read ended with an all day Cinco de Mayo party. The Big Read was very successful.

Plans are underway for Summer Reading.

The 3-M theft detectors were not working. A new processor board was needed for the south entrance detector. The parts for the north entrance detector haven't been stocked for five years. Ms. Zipfel is looking for a new theft detector for the north entrance.

The board discussed the logo. The Foundation had no objections to the library and Friends using their logo. The Friends also agreed to use the same logo. Board members agreed to use the same logo as the Foundation but to use different colors for the library and the Friends. Ms. Zipfel will come back to the board next month with logo designs for the library in green and the Friends in red. The Foundation logo will remain unchanged.

Ms. Zipfel asked Williamson to set tax exempt status for the latest acquisition on the new library site.

Muelder made a motion to adjourn. French seconded. There was voice vote approval.

Adjourned: 5:00 p.m.

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President

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Secretary