

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

November 3, 2016

4:30 p.m.

Present: Bailey, Conolly, French, Hodge, Muelder, Phillips, Reichel, Siverly, Williamson. [9]

Absent: None.

Also present: 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, November 3, 2016 in the Sanderson Room of the Galesburg Public Library.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MINUTES:

French made a motion to approve the minutes of the October 6, 2016 board meeting as presented. Muelder seconded. There was voice vote approval.

PRESENTATION OF PAYROLL AND EXPENSES

Finance Secretary French presented the list of expenses, add-ons and estimated payroll.

Siverly made a motion to approve the payment of the list of bills, advanced checks and estimated payroll in the amount of \$95,450.24 add-ons in the amount of \$21,237.00, and petty cash expenditures in the amount of \$433.03. Phillips seconded.

Roll Call #1.

Ayes: Bailey, Conolly, French, Hodge, Muelder, Phillips, Reichel, Siverly, Williamson [9]

Nays: None.

Absent: None.

President Reichel declared the motion carried.

COMMITTEE REPORTS

Building Committee: Chairperson Conolly reported that the committee did not meet.

Personnel Committee: Chairperson Phillips reported that the committee did not meet.

Finance Committee: Chairperson French reported that the committee did not meet.

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

Construction Committee: Chairperson Muelder reported that the committee did not meet.

Friends of the Library: The Friends book sale earned a gross income of \$2,917. The next meeting will be November 29 at 6 p.m. to elect officers. Younger volunteers are needed.

GPL Foundation: The Foundation is meeting November 10. The annual drive is underway.

The Foundation is having a Shop-N-Share fundraiser at both Hyvee stores on November 18-20.

On November 18, the Foundation is hosting a performance of "Three Remarkable Women". The performance will be held at the Central Congregational Church and is sponsored by US Bank.

ACTION ITEMS

The board discussed changing the start time for the library board meetings to 5 p.m. Ms. Zipfel reported that a start time of 5 p.m. would make programming difficult for staff. The board agreed that the start time for the library board meetings would remain at 4:30 p.m.

The board reviewed Chapter 6-Access of the Standards for Illinois Public Libraries. The library meets all of the requirements. This review is a requirement for the per capita grant. The per capita grant will be reduced this year.

DISCUSSION ITEMS

Director's Report:

On November 14, staff members will go to Seminary Village to sign up residents for library cards and homebound delivery.

Operation Cash Flow: The committee will meet once more on November 10 at 5 p.m. The list of recommendations will be presented at the December board meeting.

Since we have asked for a tax levy increase, Ms. Zipfel and other board members will need to attend the city council meeting on Monday, November 7 at 6:30 p.m.

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

Adjourned: 5.10 p.m.

President

Secretary