

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

January 5, 2017

4:30 p.m.

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

Absent: Siverly. [1]

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, January 5, 2017 in the Sanderson Room of the Galesburg Public Library.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MINUTES:

Phillips made a motion to approve the minutes of the December 1, 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.

Muelder made a motion to approve the payment of the list of bills, advanced checks and estimated payroll in the amount of \$112,488.03, add-ons in the amount of \$14,401.50, and petty cash expenditures in the amount of \$136.90. Bailey seconded.

Roll Call #1.

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

Nays: None.

Absent: Siverly. [1]

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: The committee had not met.

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

Friends of the Library: The Friends will meet on February 7 at 3:30 p.m. to elect officers.

GPL Foundation: The Foundation will meet in February. The 2017 calendar fundraiser has been successful. The Foundation plans to do a calendar for next year. President Reichel said that \$5,000 had been donated in memory of his wife.

ACTION ITEMS

Muelder made a motion to approve the minutes from the June 2, 2016 closed session. Phillips seconded. There was voice vote approval.

Phillips made a motion to open the minutes from the June 2, 2016 closed session. Muelder seconded. There was voice vote approval.

The board discussed the final report of Operation Cash Flow committee. Concerns were expressed about filling a full-time position with two part-time employees without insurance. The board wants to review any issues that occur while implementing the proposal. Muelder has contacted a volunteer grant writer who is very interested in the position.

Muelder made a motion to approve the Operation Cash Flow proposal for a period of one year with the understanding that during that period the proposal accomplishments will be reviewed and that the proposal can be halted as needed. Hodge seconded.

Roll Call #2.

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

Nays: None.

Absent: Siverly. [1]

President Reichel declared the motion carried.

In further action, Ms. Zipfel asked the board to consider allowing the library to sell sweatshirts and t-shirts. Patrons have expressed interest in purchasing library shirts. Ms. Zipfel said that the shirts would have the new logo and that patrons would pre-order. Sweatshirts would sell for \$20-\$25. The board agreed that this was a good idea.

Setting a date for the Policy committee to meet was tabled until the February meeting.

DISCUSSION ITEMS

Director's Report:

The library received a donation of \$24,000 from the estate of Walter E. Sampson.

Other Discussion:

French suggested that we investigate the terms of our building grant and get some possible options to moving our money to the IL Funds account. He said that it was his understanding that a management fee is charge that is more than the interest earned on these accounts. The board agreed that this was a good idea.

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

Adjourned: 4:55 p.m.

President

Secretary