

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

February 2, 2017

4:30 p.m.

Present: Bailey, French, Muelder, Phillips, Reichel, Siverly, Williamson. [7]

Absent: Conolly, Hodge. [2]

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, February 2, 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 January 5, 2017 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.

Bailey made a motion to approve the payment of the list of bills, advanced checks and estimated payroll in the amount of \$85,722.20, add-ons in the amount of \$17,947.86, and petty cash expenditures in the amount of \$397.13. Muelder seconded.

Roll Call #1.

Ayes: Bailey, French, Muelder, Phillips, Reichel, Siverly, Williamson [7]

Nays: None.

Absent: Conolly, Hodge. [2]

President Reichel declared the motion carried.

COMMITTEE REPORTS

Building Committee: 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 will meet on February 7 at 3:30 p.m. to elect officers.

GPL Foundation: The Foundation will meet at 4:30 p.m. on February 9.

ACTION ITEMS

The policy committee set a meeting for 2 p.m. on February 16 to review policies.

DISCUSSION ITEMS

Director's Report:

The police discovered that someone was living in one of the empty houses on the site. Ms. Zipfel had both houses boarded up. The board discussed having the buildings removed. Ms. Zipfel will check with the city about demolition of the buildings on the site. There will also need to be asbestos abatement.

The director's email was hacked. City Finance Director Gloria Osborn received messages to move large sums of money to a bank in Ohio. Our bank account has been closed and a new one opened.

Other Discussion:

Jane Easterly reported that the summer reading theme for this year is 'Reading by Design'. She said that one activity is to have architects come do a program. She thought that FEH might want to do an update on our building plans. The board had no objections as long as there was no cost from FEH.

Ms. Zipfel reported that Linda Miller and Karen Marple will be retiring this year. Linda performs bookkeeping and material processing, which are two unrelated functions. Ms. Zipfel plans to hire two part-time people for that position. Karen's replacement will be full-time.

There is a new teen area behind the reference desk.

French announced that he has filed to run for city treasurer. He can't serve on library board as city treasurer. He suggested that the board make recommendations to the city for his replacement.

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

Adjourned: 5:00 p.m.

President

Secretary