

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

September 7, 2017

4:30 p.m.

Present: Conolly, Muelder, Phillips, Reichel, Siverly, Smith [6]

Absent: Bailey, Williamson [2]

Also Present: Harriett Zipfel (Library Director), Jane Easterly (Asst. Director), and Heather Sipes (Library Staff)

CALL TO ORDER:

President Muelder called the regular monthly meeting of the Galesburg Public Library Board of Trustees to order at 4:32 p.m. on Thursday, September 7, 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 August 3, 2017 board meeting as presented. Siverly seconded. There was voice vote approval.

PRESENTATION OF PAYROLL AND EXPENSES

Financial Secretary Reichel presented the list of expenses, add-ons and estimated payroll.

Reichel made a motion to approve payment of the list of bills, advanced checks and estimated payroll in the amount of \$107,706.95, add-ons in the amount of \$15,960.58, and petty cash expenditures in the amount of \$241.27 for a total of \$123,908.70. Phillips seconded.

Roll Call Vote #1

Ayes: Conolly, Muelder, Philips, Reichel, Siverly, Smith [6]

Nays: None

Absent: Bailey, Williamson [2]

President Muelder 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 Reichel reported that the committee did not meet.

Policy Committee: Chairperson Siverly reported that the committee did not meet.

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

Friends of the Library: The Friends met on August 30, 2017. They are in need of a President and Treasurer. At the next book sale, they plan to setup and tear down without the movers.

GPL Foundation: The Foundation met on August 10, 2017. They are preparing for the annual fundraising campaign and the 2018 calendar.

Search Committee: Committee met on August 29. There are five interviews scheduled over three days, September 12-14. They have a basic outline for an interim Director position.

#### EXECUTIVE SESSION TO DISCUSS PERSONNEL

Siverly made a motion to move into executive session. Phillips seconded. There was voice vote approval.

Executive session: 4:40 p.m.

Phillips made a motion to return to regular session. Reichel seconded. There was voice vote approval.

Reconvened at 4:43 p.m.

#### ACTION ITEMS

Phillips made a motion to approve the discussed salaries for the interim directors. Reichel seconded.

Roll Call #2

Ayes: Conolly, Muelder, Phillips, Reichel, Siverly, Smith [6]

Nays: None.

Absent: Bailey, Williamson [2]

President Muelder declared the motion carried.

The bid for the carpet cleaning was not received from Royal Cleaning. The topic was tabled until the next meeting.

Director's Report:

Director Zipfel reported that Tony Oligney-Estill, Director of the Galesburg Parks and Recreation Dept. arranged for the roof repair.

There is currently no date set for abatement of the bar property.

The social media campaign for the Library Card Drive is going well. Muelder suggested Trustees promote the drive within their other affiliations.

The library's new wireless is now live.

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

Adjourned: 4:50 p.m.

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President

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Secretary