

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

November 2, 2017

4:30 p.m.

Present: Bailey, Conolly, Muelder, Phillips, Reichel, Siverly, Smith, Williamson [8]

Absent: None

Also present: Nancy Terpening (Library Staff), Heather Sipes (Library Staff), Corine Andersen (City Council Liaison), and Register-Mail Reporter

CALL TO ORDER:

President Muelder called the regular monthly meeting of the Galesburg Public Library Board of Trustees to order at 4:30 p.m. on Thursday, November 2, 2017 in the Sanderson Room of the Galesburg Public Library.

There were no public comments.

APPROVAL OF MINUTES:

Siverly made a motion to approve the minutes of the October 5, 2017 board meeting as presented. Bailey 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 \$151,596.47, add-ons in the amount of \$9,070.06, and petty cash expenditures in the amount of \$215.93 for a total of \$160,882.46. Phillips seconded.

Roll Call Vote #1

Ayes: Bailey, Conolly, Muelder, Philips, Reichel, Siverly, Smith, Williamson [8]

Nays: None

Absent: None

President Muelder 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 Reichel reported that the committee met on Nov 1 to discuss the budget.

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 final total for the Fall Book Sale hasn't been made available. Setup and teardown went well.

GPL Foundation: The Foundation will meet on November 16, 2017. They will be discussing fundraising options.

Search Committee: Chairperson Muelder asked for an executive session.

EXECUTIVE SESSION TO DISCUSS PERSONNEL

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

Executive session: 4:45 p.m.

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

Reconvened at 5:00 p.m.

ACTION ITEMS

Williamson made a motion to accept the proposal from Kiester & Associates, one of the recruiting firms discussed in executive session. Phillips seconded.

Roll Call Vote #2

Ayes: Bailey, Conolly, Muelder, Phillips, Reichel, Siverly, Smith, Williamson [8]

Nays: None

Absent: None

Reichel made a motion to proceed with the property acquisition discussed in executive session. Phillips seconded.

Roll Call Vote #3

Ayes: Bailey, Conolly, Muelder, Phillips, Reichel, Siverly, Smith, Williamson [8]

Nays: None

Absent: None

Reichel presented the proposed 2018 budget for discussion. There will be no levy increase for 2018. The budget includes funds for property acquisition from Long-Term Capital and funds for the recruiting firm.

Phillips made a motion to accept the 2018 budget as presented. Bailey seconded.

Roll Call Vote #4

Ayes: Bailey, Conolly, Muelder, Phillips, Reichel, Siverly, Smith, Williamson [8]

Nays: None

Absent: None

DISCUSSION ITEMS

Director's Report

Nancy Terpening reported that Jack Selliers had been hired for the maintenance position.

The source of the roof leak has not been determined due to lack of rain. All expenses will be reimbursed by Templeton Roofing. Nancy will follow-up with Phil Dominico, the project manager from ATI-American Technology Inc, on November 3.

Brad Hoff from Thompson Electronics recently reviewed the current security cameras and recommended an upgrade to higher definition cameras. More information was requested and will be discussed at December's meeting.

The 2018 PLA Conference will be held in Philadelphia this year. Jane would like the four library supervisors to attend. Early bird registration is \$1,400. Travel and meals are additional.

Options for repairing or replacing the Sanderson Room chairs was discussed.

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

Adjourned: 5:20 p.m.

President

Secretary