

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

April 1, 2021

4:30 p.m.

Join Zoom Meeting

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Meeting ID: 991 1022 5808

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Present: Bailey, Brakenbury, Conolly, Hellenga,* Muelder, Phillips, Reichel, Thorn, Williamson [9]

Absent: None [0]

Also present: Noelle Thompson (Library Director), Jane Easterly (Library Staff), Heather Sipes (Library Staff), and Nancy Terpening (Library Staff)

CALL TO ORDER:

President Muelder called the regular monthly meeting of the Galesburg Public Library Board of Trustees to order at 4:31 p.m. on Thursday, April 1, 2021. The meeting was held virtually due to national health crisis. This allowance is conditional according to Senate Bill 2135 (Public Act 101-0640), signed by Governor Pritzker on June 12, 2020.

Roll Call attendance was taken. (Hellenga was absent at this time)

There were no public comments.

APPROVAL OF MINUTES:

Bailey made a motion to approve the February 15, 2021 special board meeting minutes. Brakenbury seconded.

Roll Call Vote #1

Ayes: Bailey, Brakenbury, Conolly, Muelder, Phillips, Reichel, Thorn, Williamson [8]

Nays: None

Absent: Hellenga [1]

President Muelder declared the motion carried.

Reichel made a motion to approve the March 4, 2021 regular board meeting minutes. Williamson seconded.

Roll Call Vote #2

Ayes: Bailey, Brakenbury, Conolly, Muelder, Phillips, Reichel, Thorn, Williamson [8]

Nays: None

Absent: Hellenga [1]

President Muelder declared the motion carried.

PRESENTATION OF PAYROLL AND EXPENSES

Reichel presented the list of expenses, estimated payroll, add-ons, and petty cash. The list of bills, advanced checks and estimated payroll totaling \$99,648.44, add-ons in the amount of \$145,603.80, and petty cash in the amount of \$40.00 for a total of \$245,292.24. Reichel made a motion to approve the payroll and expenses. Conolly seconded.

Roll Call Vote #3

Ayes: Bailey, Brakenbury, Conolly, Muelder, Phillips, Reichel, Thorn, Williamson [8]

Nays: None

Absent: Hellenga [1]

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: The committee met prior to the board meeting to discuss revisions to the Naming Rights Policy and Staff Travel Policy. The policy revisions will be presented to the board for approval.

Construction Committee: Chairperson Reichel reported that the committee met on Tuesday, March 30 to discuss incorporating Galesburg history into the new library building.

Friends of the Library: The Friends have not met since the last board meeting.

GPL Foundation: Reichel reported that the Foundation Board will be meeting on April 8.

ACTION ITEMS

Director Thompson presented the addition to the Staff Travel Policy. The following was added at the end of the second paragraph:

The Director may allow exceptions to quarantine if the employee is fully vaccinated and asymptomatic, in accordance with guidelines from the CDC or Department of Public Health.

Muelder made a motion to approve the policy addition. Phillips seconded.

Roll Call Vote #4

Ayes: Bailey, Brakenbury, Conolly, Muelder, Phillips, Reichel, Thorn, Williamson [8]

Nays: None

Absent: Hellenga [1]

President Muelder declared the motion carried.

Director Thompson presented the revisions to the Naming Rights Policy. The previous naming rights period of 25 years was changed to perpetuity and not to extend beyond the normal life of the facility.

Reichel made a motion to approve the Naming Rights Policy. Bailey seconded.

Roll Call Vote #4

Ayes: Bailey, Brakenbury, Conolly, Muelder, Phillips, Reichel, Thorn, Williamson [8]

Nays: None

Absent: Hellenga [1]

President Muelder declared the motion carried.

Director Thompson presented the Sweeney Group proposal of considering allowing naming rights for the new library building for a donation of \$2M. After extensive discussion, the proposal was tabled until additional information could be provided.

Director Thompson stated that the Web Posting Policy and Social Media Policy will be reviewed next month.

DISCUSSION ITEMS

The board discussed what to do with the current inventory that would not be moving to the new building. The board determined the best course of action would be to put the items up for auction.

The board discussed potential business hours at the new library.

Jodi Sweeney from the Sweeney Group is working on next steps for the Campaign Planning Committee. She will also be setting up meetings with individual donors. The board discussed Sweeney's recommendation of a 5-year pledge term.

Director Thompson presented her report.

Phillips made a motion to adjourn. Brakenbury seconded.

There was voice vote approval.

Adjourned: 5:26 p.m.

President

Secretary

*Hellenga arrived at 4:50 pm