

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

April 6, 2022

4:30 p.m.

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

Absent: Hellenga [1]

Also Present: Noelle Thompson (Library Director), Jane Easterly (Library Staff), and Heather Sipes (Library Staff)

CALL TO ORDER

President Muelder called the regular meeting of the Galesburg Public Library Board of Trustees to order at 4:30 p.m. on Thursday, April 6, 2022.

There were no public comments.

APPROVAL OF MINUTES

Phillips made a motion to approve the minutes from the March 3, 2022 regular meeting. Bailey seconded.

There was voice vote approval.

PRESENTATION OF PAYROLL AND EXPENSES

Financial Secretary Reichel presented the list of bills, advanced checks and estimated payroll totaling \$121,531.62, and add-ons in the amount of \$56,752.95 a total of \$178,284.57. There was no petty cash. Reichel made a motion to approve the payroll and expenses as presented. Phillips 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.

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: President Muelder reported that the committee did not meet.

Policy Committee: The committee met prior to the board meeting to review the Wireless Access and Meeting Room policies.

Construction Committee: The committee met on March 29, 2022 to discuss site issues.

Friends of the Library: The Friends did not meet.

GPL Foundation: The Foundation Board will meet on April 14.

ACTION ITEMS

Director Thompson presented the revisions to the Wireless Access Policy. The terms *laptop* and *computer* were replaced with *devices*. *A username and password are required to use the library's wireless. Inquire at a service desk for the current information* was removed. Brakenbury made a motion to approve the policy revisions. Phillips seconded. There was voice vote approval.

Director Thompson presented the revisions to the Meeting Room Policy. Two of the 4 groups that were allowed an exception to the four-month reservation cap were removed. The ROE ESL class and Relay for Life group are no longer meeting at the library. *Authors may request the opportunity to sell their own books as part of a meet -and-greet, book signing, book reading, or other program that meets the meeting room guidelines* was added under *Booking Procedures*. *If group facilitators would like access to the room before the library opens for the purpose of setting up, they may make a request with the circulation supervisor at the time of the room booking* was also added under *Booking Procedures*. *Laptop computers (up to 10)* was removed from *Equipment*. Brakenbury made a motion to approve the revisions to the Meeting Room Policy. Phillips seconded. There was voice vote approval.

DISCUSSION ITEMS

Director Thompson gave her report.

Bailey made a motion to adjourn. Phillips seconded.

There was voice vote approval. Adjourned: 4:48 p.m.

President

Secretary