**Galesburg Public Library**

**Board of Trustees Meeting Minutes**

**Thursday, December 7, 2023**

Vice President Bailey called the meeting to order at 4:30 p.m.

Trustees in attendance: **Phillips, Reichel, Bailey, Conolly, Williamson,**

Trustees absent: **Brakenbury, Hellenga, Muelder, Thorn**

GPL staff in attendance:  **Thompson, Flanagin, Easterly**

A motion for the approval of the minutes from the last meeting was made by Phillips and seconded by Riechel; it was unanimously approved by a voice vote.

Reichel presented the payroll and expenses. Regular invoices totaled $173,687.27, payroll for the period was $90,349.25, and checks were advanced in the amount of $1,778,734.30; plus, add-ons in the amount of $775,323.50 and petty cash expenditures of $27.48 total to $2,818,121.80. A motion for the approval of the payroll and expenses was made by Reichel and seconded by Phillips.  Roll call was taken and they were unanimously approved.

**Roll Call Vote # 1**

Ayes: Bailey, Riechel, Phillips, Conolly, Williamson (5)

Nays: (0)

Absent: Brakenbury, Hellenga, Muelder, Thorn (4)

**Committee reports:**

**Building Committee**by Conolly: No Report

**Personnel Committee** by Phillips: No Report

**Finance Committee** by Reichel: No Report

**Policy Committee** by Phillips: No Report

**Construction Committee** by Reichel: The project is on-track.

**Friends of the Library**by Muelder: No Report

**Foundation** by Riechel: The GPLF Board will have a meeting on Dec 21.

**Landscaping Committee** by Muelder: coverage of all grass and plant beds was discussed. The recent debris clearing event was a resounding success.

**Art Committee** by Muelder: The Tanning family did not approve of the use of her artwork for the mural area at the new library. New ideas are being considered for that space.

**Action Items:**

**Closing Dates 2024:** Besides the eight regular holiday closing dates, two additional Mondays were requested off for Christmas and Thanksgiving time, as they fall on the beginning of the week. A motion was made by Phillips and seconded by Riechel to approve the 2024 Closing dates as presented.

**Patron Suspension:** A patron has been consistently breaking the rules at GPL for use of the library. It has come to a suspension for this individual. The patron’s situation was discussed, as well as staff comfortability, and the length of the suspension. Similar situations were also discussed. A motion was made by Phillips to approve the suspension, and was seconded by Bailey.

**Executive Session:** Prices for Sale of Property *5 ILCS 120/2(c)(6).*

A motion was made to enter into executive discussion by Phillips, and seconded by Riechel. The executive session was completed, and the regular meeting of the GPL board of trustees resumed.

**Discussion Items:**

**Director’s Report:** Two positions are now open at GPL, including a shelver and a custodian. An elevator safety incident was discussed. Some superfluous items are now being sold at public auction. Ferris Movers will be assisting to move furniture and office supplies to the new building. Training for the mechanicals on the new building took place on December 6. The City of Galesburg approved the Tax Levy for the 2024 Budget.

**Motion to adjourn** the meeting was made by Phillips and seconded by Bailey. The meeting was adjourned at 5:16 p.m.

Respectfully Submitted,

Craig Conolly, Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_