

**Galesburg Public Library
Board of Trustees Meeting Minutes
Thursday, March 7, 2024**

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

Trustees in attendance: **Phillips, Reichel, Bailey, Conolly, Williamson, Brakenbury, Hellenga, Muelder, Thorn**
GPL staff in attendance: **Thompson, Easterly, Flanagin**

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

Reichel presented the payroll and expenses. Regular invoices totaled \$125,486.97, payroll for the period was \$94,537.25, and checks were advanced in the amount of \$9,562.53; plus, add-ons in the amount of \$428,487.36 and petty cash expenditures of \$14.74 total to \$658,088.85. A motion for the approval of the payroll and expenses was made by Reichel and seconded by Hellenga. Roll call was taken and they were unanimously approved.

Roll Call Vote # 1

Ayes: Bailey, Brackenbury, Conolly, Hellenga, Muelder, Phillips, Reichel, Thorn, Williamson

Nays: (0)

Absent: (0)

Committee reports:

Building Committee by Conolly: No Report

Personnel Committee by Phillips: No Report

Finance Committee by Reichel: No Report

Policy Committee by Phillips: All policy items recommended for board approval

Construction Committee by Reichel: 02/27 Construction meeting: winding up at 264, not much work left. The bench situation has been resolved.

Friends of the Library by Muelder: No Report

Foundation by Reichel: The GPLF Board will have a meeting on 03/21.

Landscaping Committee by Muelder: Sponsors have been found for NW and NE corner areas. Other primary initiatives have been divided for initial stewardship by small groups of members of the committee. A challenge grant, matching up to 15k, has been secured for these initiatives.

Art Committee by Muelder: No Report.

Action Items:

Resolution for Public Sale of 40 E Simmons St Property: Some discussion occurred regarding the property lines and it was determined that more research was needed on the ownership of various areas including the back parking lot. Despite these, a Motion was made by Phillips, and seconded by Reichel, to vote on the sale of the property at 40 E. Simmons St.

Roll Call Vote # 2

Ayes: Bailey, Brackenbury, Conolly, Hellenga, Muelder, Phillips, Reichel, Thorn, Williamson

Nays: (0)

Absent: (0)

Rules of Conduct Policy Revision: 1. Drinking beverages without a lid or cap while in **food-restricted areas** of the library. **Food and drink are allowed in the lobby, the community room, and the small meeting room.** 2. Skateboarding or rollerblading, or using of other mobile sports equipment inside the library. Skateboards and other sporting equipment may be carried into the library if stored in an unobtrusive way. **Bicycles must be left in appropriate public storage areas such as bike racks.** A motion was made by Brackenbury and seconded by Phillips to approve the revision. It was unanimously approved via a voice vote.

Internet Policy Revision: Computers in the adult library are reserved for adults and teens 13 years of age and over or students in 7th grade or higher. Internet users who do not meet the age/grade guidelines must use the computers in the children's **library unless they are accompanied at the computers by a supervising adult.** A motion was made by Phillips and seconded by Bailey to approve the revision. It was unanimously approved via a voice vote.

Child Safety Policy Revision:

Unaccompanied Adults in the Children's Library and Teen Zone

The Children's Library is specifically designed to serve the needs of **children from birth through age 12.** Adults may visit the Children's Library in the following circumstances: (1) when accompanying children, (2) when using or retrieving Children's Library materials for research or check out, and (3) when attending a meeting or program taking place in the Children's Programming Room. **Adults may visit the Teen Zone when retrieving young adult materials for checkout.** Out of concern for the safety of **children youth** in the library, adults not using **youth**

spaces ~~the Children's Library~~ for the purposes intended may be questioned by staff, and may be asked to move to another area of the library.

Unless otherwise specified, children's programs hosted by the Children's Department are open to children and their adult caretakers. Adults unaccompanied by a child may not attend a children's program without permission of the Children's Department Supervisor. **Teen programs are open to students ages 12 through 18 or grades 7 through 12. Adults may not attend teen programs without the permission of the Teen Librarian.**

A motion was made by Brackenbury and seconded by Phillips to approve the revision. It was unanimously approved via a voice vote.

Discussion Items:

Director's Report: Furniture is almost ready to be delivered. The elevator inspection will be Wednesday, March 13. There will be delays with movers due to the elevator being behind schedule, such as upstairs shelving, and upstairs departmental items. There is concern with the items that are not collections, as the window has become tighter for those moves. Best and worst case timelines were discussed. Phones and wireless internet have been installed at the 264 location, and first floor collections have been moved.

Motion to adjourn the meeting was made by Phillips and seconded by Brackenbury. The meeting was adjourned at 5:03 p.m.

Respectfully Submitted,
Craig Conolly, Secretary _____