

GALESBURG PUBLIC LIBRARY
BOARD OF TRUSTEES
Thursday, April 7, 2011

Present: Berlin, Conolly, Hunigan, Kroll, McDonald, Muelder, Peterson, Phillips, Reichel. [9]

Also present: Pam Van Kirk (Library Director), Jane Easterly (Assistant Director), and Nancy Terpening (Library Staff).

CALL TO ORDER.

President Reichel called the regular monthly meeting of the Galesburg Public Library Board of Trustees to order at 4:30 p.m. on Thursday, March 7, 2011.

New 7th ward city council member Jeremy Karlin addressed the board. He said that the library was an extraordinary asset to the community and promised that the library would be breaking ground on a new building within four years. The board thanked him for attending the meeting.

Mr. Karlin then left.

APPROVAL OF MINUTES

Phillips noted that the minutes did not reflect her as present at the March meeting.

Kroll made a motion to approve the minutes as corrected for the March 3, 2011 regular board meeting. Muelder seconded. There was voice vote approval.

PRESENTATION OF EXPENSES AND PAYROLL—See attached lists.

Kroll presented the list of expenses, add-ons and estimated payroll.

Kroll said that invoices from R-Cubed reflect our difficulties with Comcast.

The board received a quarterly budget report from the City. Kroll noted that the general fund balance will be considerably depleted by the time property tax revenue begins arriving in June.

Kroll made a motion to approve the payment of the list of bills and estimated payroll in the amount of \$121,095.28 and add-ons in the amount of \$16,854.26 plus petty cash expenditures in the amount of \$410.44. Hunigan seconded.

Roll Call #1.

Ayes: Berlin, Conolly, Hunigan, Kroll, McDonald, Muelder, Peterson, Phillips, Reichel. [9]

Nays: None.

Absent: None.

President Reichel declared the motion carried.

COMMITTEE REPORTS

Building Committee: Chairperson Peterson reported that the committee had not met.

Personnel Committee: The committee had not met.

Finance Committee: Chairperson Kroll said that the committee had met to discuss the feasibility of the library requesting proposals for its own accounting, investing, and banking services. The committee agreed that it was worth pursuing. Kroll asked that another board member assist him in the RFP process.

Kroll made a motion to approve preparing request for proposals for accounting, banking and investment services. Hunigan seconded. There was voice vote approval.

Hunigan will assist Kroll with the RFP process.

Policy Committee: Chairperson McDonald reported that the committee had not met but that library staff had asked that the Internet policy be revised to reflect the current procedure. Miss Easterly said that the changes clarify the guest card use and parental permission for children.

Kroll expressed concern that patrons were using the Internet computers for gaming when others were waiting to use the computers for business or school work. He said that game playing causes bandwidth problems. Jane Easterly said that the reference librarians can tell a patron to stop hogging bandwidth if necessary.

Berlin asked how long patrons had to wait to use a computer. Miss Easterly said that on a normal day the wait was no more than ten to fifteen minutes. She also noted that not one person signed up when offered the option for extra time to do business and school work on the Internet.

Audience member David Resnick asked why the library did not allow satellite radio to be streamed into the library. Kroll said that was something that could be addressed at another time but saw no reason why it could not be allowed. Miss Easterly suggested a committee meeting to address changes to the policy regarding the bandwidth and gaming issues.

Hunigan made a motion to approve the changes to the Internet policy as presented and the scheduling of a meeting to address other concerns regarding the policy. Kroll seconded. There was voice vote approval.

ACTION ITEMS

Archivist Patty Mosher presented the board with a proposal for selling DVD's of Galesburg motion pictures taken from 1895 onward. The movies include East Main Street, the building of the CB&Q depot and Seminary Street viaduct, fires of the Marsh Auction Horse Barn and the St. Joseph's Academy, Highland Park Lake, Armistice Day Parade, dedication of Graham Park, surviving Civil War soldiers at Graham Park, Pet Parade, construction and dedication of the airport at Fremont and Henderson Streets, and the first Pabst Blue Ribbon beer delivered to Galesburg after prohibition ended. The DVD would run about one hour.

Miss Mosher would like to have a showing of the films and then begin selling them for \$15-\$20 each.

Muelder made a motion to approve the continuation of the project with proceeds received from the project being used for the Archives. Peterson seconded.

Roll Call #2.

Ayes: Berlin, Conolly, Hunigan, Kroll, McDonald, Muelder, Peterson, Phillips, Reichel.
[9]

Nays: None.

Absent: None.

President Reichel declared the motion carried.

In other action, Reichel explained that he and Mrs. Van Kirk met with the Mayor and City Manager last week. During the discussion, it was mentioned that the City wanted some kind of commitment from the Library on the motel property located on West Main Street. A commitment from us would allow the City to reject others interested in that property. The board received copies of the proposed resolution.

Kroll did not think we should have to purchase the property from the city. He felt that the city should give us the property. Hunigan thought that the resolution was a good idea. Reichel said that the resolution was a good faith effort. Kroll asked that the resolution be amended to read that the library is committed to acquisition of the property by agreement.

Phillips made a motion to accept the resolution for the new library site with the wording amended to by mutual agreement. Kroll seconded.

Roll Call #3.

Ayes: Berlin, Conolly, Kroll, Hunigan, McDonald, Muelder, Peterson, Phillips, Reichel.
[9]

Nays: None.

Absent: None.

President Reichel declared the motion carried.

DIRECTOR'S REPORT

The board received copies of the departmental and Director's reports. Copies of these reports are attached to the file copy of the minutes.

Mrs. Van Kirk reported that due to the age of our networking equipment, the tape backup is no longer working. Mrs. Van Kirk said that the quickest and least expensive fix would be to replace the tape drive. Berlin and Kroll said that they would each donate an external hard drive. The board thanked them.

McDonald mentioned the need to correct a minor bookkeeping error by the city. The library had been charged for the city's health insurance plan for retirees but that the library does not participate in the plan. Muelder will write a letter to the City Manager requesting the need to correct the error.

The search committee met and the job notices have been posted for the director's position. The committee has narrowed the search down to three candidates. The board will meet the candidates at a second interview tentatively set for April 16.

Conolly and Easterly left.

The board reviewed the strategic planning goals and objectives. They developed specific activities to meet the goals. The next step is having the staff, Friends, and Foundation members develop their own group specific activities to meet the goals.

Adjourned: 6:40 p.m.

Secretary

President