

GALESBURG PUBLIC LIBRARY
BOARD OF TRUSTEES
Thursday, December 3, 2009

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

Also present: Corine Andersen (City Council representative), Dave Pearson (Library Foundation), 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, December 3, 2009.

APPROVAL OF MINUTES

Kroll made a motion to approve the minutes of the November 5, 2009 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 made a motion to approve the payment of the list of bills and estimated payroll, in the amount of \$82,336.01 and add-ons in the amount of \$14,927.20. Hunigan seconded.

Roll Call #1.

Ayes: Berlin, Conolly, Hunigan, Kroll, Muelder, Peterson, Phillips, Reichel. [8]

Nays: None.

Absent: McDonald. [1]

President Reichel declared the motion carried.

COMMITTEE REPORTS

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

Personnel Committee: Chairperson Phillips reported that the committee had not met.

Finance Committee: Chairperson Kroll reported that the committee had not met.

Policy Committee: The committee had not met.

Foundation Board: The board received copies of the minutes for the October meeting of the Foundation Board.

David Pearson presented the GPLF account balances report. The Foundation has cash and investments of \$957,219.60. This includes \$1,655 from Enid Hanks memorial and a donation of \$7,000 plus interest from Liz Means. Mrs. Means is the first person to donate to the foundation. She will be a spokesperson for the foundation's ad campaign.

The foundation paid out \$96.08 for postage and staff reimbursement.

On December 15, Mrs. Van Kirk and Kathi Eshelman will learn how to use the foundation's accounting software.

More funds will be transferred to the foundation from the library's accounts at the city in the near future.

ACTION ITEMS

Mrs. Van Kirk said that it is time for us to submit our exception dates to the Resource Sharing Alliance. She said that since the July 4 holiday fall on a Sunday next year, the board would need to authorize closing on either Saturday, July 3 or Monday, July 5.

Kroll made a motion to close on July 5, 2010 for the observance of the Fourth of July holiday. Phillips seconded. There was voice vote approval.

*McDonald arrived.

DIRECTOR'S REPORT

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

Rae Conolly provided cookies for the board meeting.

Sue Steller has completed her cancer treatment and is working full-time.

Mrs. Van Kirk reported on the board's trip to visit the libraries in Washington and Burlington, Iowa.

The library has received over \$2,900 in proceeds from Tom Wilson's book. This includes a \$200 donation from Mr. Wilson. Mrs. Van Kirk said that a new microfilm reader/printer will be needed in 2010. The library has \$6,712 set aside for the purchase or lease of a new machine. This includes money from the sale of Mr. Wilson's book and from the Friends.

Mrs. Van Kirk reported that she had applied to Bradley University's Foster College of Business Administration for the Senior Consulting Projects, a business assistance program. Bradley business students and faculty members serve as consultants on a wide variety of projects. There is no cost to the client. Mrs. Van Kirk has asked for help surveying Galesburg residents about library services and marketing the need for a new library. Conolly commented that there needs to be a mission statement about why a new library should be built and not where it should be built.

City Council liaison Corinne Andersen reported on the City's Comprehensive Plan. She said that the plan provides context for the decisions and priorities of the city. The comprehensive plan also provides a focus on looking at the future. Andersen said that it is not written in stone but is a dynamic process. She said now that the city has an idea of the budget they can focus on how the money will be spent.

The mayor and city manager will be meeting next week to discuss the focus of the next few months. Andersen pointed out that the façade project had been successful.

Mrs. Van Kirk pointed out that she had asked Andersen to speak about the City's Comprehensive Plan and how the library can be part of this strategic planning. Copies of the City's Comprehensive Plan will be made available to the board.

Mrs. Van Kirk and Reichel have attended meetings with the City Manager Dane Bragg. He sees the Railroad Hall of Fame and the library anchoring opposite ends of town to revitalize the Main Street corridor. Andersen said that the council is aware of the library's expansion needs.

Hunigan suggested that we show how the library building has seen its day. Muelder said that the library is currently housed in a fifty year old temporary building. Berlin suggested offering disaster tours of the library. Mrs. Van Kirk said that there are two schools of thought on the building. Let the maintenance go on it or keep it maintained for a future buyer. There is currently interest in the purchasing the building. McDonald said the building should be sold as a requirement for development to promote the future library building. Phillips suggested that the board individually encourage their groups to meet at GPL and then point out a few of the building limitations. Kroll said that he would rather not go the disaster route but we could point out how we could give better service with a nicer building. Peterson suggested that some libraries offer virtual tours of their facilities and GPL could link to these as our dream library. Conolly suggested just pictures that compare our areas to newer library areas. Mrs. Van_Kirk that Washington (Iowa) Public Library conducted a charrette that provided resident with an opportunity to express concerns and ideas for a new library.

Mrs. Van Kirk said that she would like to acknowledge Jill Gray's efforts in overseeing the circulation department during Sue Steller's absence. The board took up a collection for Jill.

Hunigan made a motion to go into executive session to discuss the purchase of property. Peterson seconded. There was voice vote approval.

Executive Session: 5:25 p.m.

Muelder made a motion to move into regular session. McDonald seconded. There was voice vote approval.

Reconvened regular session: 5:50 p.m.

Muelder made a motion to approve the next step in the process of evaluating the property at 200 West Main Street. McDonald seconded. There was voice vote approval.

McDonald made a motion to adjourn. Phillips seconded.

Adjourned: 6:00 p.m.

Secretary

President