

GALESBURG PUBLIC LIBRARY
BOARD OF TRUSTEES
Thursday, June 4, 2009

Present: Asplund, Buck, Conolly, Hunigan, Kroll, McDonald, Peterson, Phillips, Reichel. [9]

Also present: Barry Barash, Dave Pearson, Jeff Douglas, 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, June 4, 2009.

BID OPENING FOR NEW CARPET

President Reichel opened and read the bids for replacing the carpet in the adult reading area. The library received bids from Breslin's, Sherwin Williams, Bradfield's Commercial, and Lincoln Office-East Peoria. The RFP's were for the same carpet, amount of carpet and installation. The local carpet stores had letters for requests for proposals sent to them. The RFP was published in the newspaper.

A representative from Sherwin-Williams was present at the bid opening. He explained to the board about Sherwin-Williams involvement in the carpet business. He said that Shaw gives a lifetime warranty on their product even if a different entity occupied the building.

Kroll suggested allowing the board to look over the details of the carpet bids prior to a vote.

APPROVAL OF MINUTES

Kroll said that in the presentation of expenses and payroll section of the minutes of the May 7 board meeting it should read "that the city is still using irrelevant line items".

Kroll made a motion to approve the minutes of the May 7, 2009 regular board meeting as corrected and the May 20, 2009 special board meeting as written. Peterson seconded. There was voice vote approval.

PRESENTATION OF EXPENSES AND PAYROLL—See attached lists.

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

Asplund made a motion to approve the payment of the list of bills and estimated payroll in the amount of \$94,650.12 and add-ons in the amount of \$42,548.36. Phillips seconded.

Roll Call #1.

Ayes: Asplund, Buck, Conolly, Hunigan, Kroll, McDonald, 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 met but will give the report under action items.

Personnel Committee: Chairperson Phillips reported that she has reviewed the personnel file and that the committee will need to meet soon.

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

Policy Committee: Chairperson McDonald reported that the committee had not met.

Foundation Board: Barry Barash and Dave Pearson addressed the board. He said that the foundation has established a relationship with Wells Fargo. They are in the process of negotiating rates on CD's. Dave Pearson said that \$300,000 are rolling into liquid investments this week until signature cards are in place. There will be nothing rolling during the third quarter and \$1 million rolling in the fourth quarter.

Mr. Barash said that the funds are primarily for the purpose of building a new library but there are also funds not for that purpose and as a result some fund accounting will be necessary so that the donor's wishes are met. Conolly asked if it would be a burden for the foundation to have the small accounts. Mr. Barash said that it was an added burden but that the money would not be turned down. A link on the library website will allow donors to donate to the foundation.

Mr. Pearson said that the foundation is pursuing entirely electronic banking. He said that to transfer electronically or write checks electronically would take the burden off the library staff or a volunteer. Jeff Creech approached another organization regarding accounting for non-profits. Mr. Barash said that we don't want to have a staff person to increase administrative costs. Kroll asked what the cost has been to this point. Mr. Barash said there has been no cost at the moment and that the foundation doesn't want to hire someone. He said that once the foundation moves from \$2 million to \$5 million, there are administrative costs. He also said that Mrs. Van Kirk can only do so much work.

The board thanked Mr. Barash and Mr. Pearson for their report.

Architect Mark Misselhorn had a scheduling conflict and has had to reschedule his presentation. Mrs. Van Kirk will contact the board with the date of the special board meeting.

Jeff Douglas of Knox College addressed the board regarding the concerns of the Knox College students regarding the site of the new library. Mr. Douglas asked the board to consider the college population when selecting a site for the new library. He said that there are 238 cards issued to Knox students. There are also students that already have reciprocal borrower cards.

Knox students use the Illinois Room for student honors projects. GPL has local newspapers that Knox doesn't have.

Knox has a series of education courses that draw on our children's and young adult collections.

There are over 1,000 students wanting to use the library for unrestricted reading.

Mr. Douglas pointed out to the board that GPL has a strong circulating history collection. He also said that our reference staff can identify materials that Knox can provide for GPL patrons and get into their hands simply by walking over to the college. Mrs. Van Kirk said that GPL's relationship with Knox is symbiotic. GPL sends patrons to Knox for materials and Knox has taken some of our long runs of periodicals so that they are still available to the public. Both staffs have worked hard to establish this relationship.

Jane Easterly said that a significant number of Knox students study here and use the Internet. Mr. Douglas said that there are more students living around the library than ever before.

Reichel asked if five or six blocks would be a hardship for the students. Mr. Douglas said that could be a problem in the winter months. He suggested an area between Seminary and no further east than Chambers and no further than two blocks north of Main Street.

The board thanked Mr. Douglas for attending the meeting. Kroll asked him to write a letter on behalf of the library to Mayor Garza.

Mr. Barash suggested that the blocks west of City Hall to the Hope Cemetery would be an ideal location for a public plaza that included the library and courthouse. The towers and the church could be left and the rest could be designated for planned public expansion. He suggested thinking about a coordinated site that would accomplish the needs of the library, the county and Knox College. He said that there should be public obligation to do it right the first time. Kroll encouraged Mr. Barash to share this suggestion with the public.

The board received a copy of the email from John Peterson sharing his thoughts on possible locations for a new building. They said that he should be invited to serve on a committee for the new library.

Mrs. Van Kirk will be preparing a new library building question and answer sheet to share with the public. Kroll suggested putting this information on the website.

ACTION ITEMS

President Reichel appointed Asplund, Hunigan, and Phillips to a committee to nominate the officers for the library board. Reichel said that the municipal code states that a board member serves until a successor is appointed. Kroll said that the existing board members will probably be reappointed unless they want to withdraw. Asplund, Hunigan, and Buck are up for reappointment.

Kroll made a motion to accept the bid of \$13,500 from Sherwin Williams, which was the lowest bid received, for the carpeting in the adult reading area. McDonald seconded.

Roll Call #2.

Ayes: Asplund, Buck, Conolly, Hunigan, Kroll, McDonald, 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.

Mrs. Van Kirk reported that city manager Dane Bragg has recommended that the library board and the city council meet for a work session to discuss financing mechanisms for a new library. Mrs. Van Kirk said that she was encouraged that the city manager wants to do this. There are some options other than fundraising to finance the new library. The board thought that a work session with the city council was a good idea. They would also like to have a meeting with the mayor and the city manager prior to a work session with the council. Mrs. Van Kirk will contact the city regarding the meetings.

Mrs. Van Kirk said that the foundation wanted to have a meet and greet with the library board in the Sanderson Room at 9:30 a.m. on Saturday, June 20, 2009. This met with board approval.

The library has been selected as one of only 12 libraries in the United States to display an exhibit about the science of Harry Potter. Jane Easterly, Beth Buck, and Gay Johnson wrote the grant.

Adjourned: 5:55 p.m.

Secretary

President