

GALESBURG PUBLIC LIBRARY
BOARD OF TRUSTEES
Thursday, June 2, 2011

Present: Berlin, Conolly, Hunigan, Kroll, McDonald, Muelder, Peterson, Phillips. [8]
Absent: Reichel. [1]

Also present: Corine Andersen (City Council liaison), Jane Easterly (Interim Director),
and Nancy Terpening (Interim Director).

CALL TO ORDER.

Vice President Peterson called the regular monthly meeting of the Galesburg Public
Library Board of Trustees to order at 4:30 p.m. on Thursday, June 2, 2011.

APPROVAL OF MINUTES

Kroll made a motion to approve the minutes of the May 5, 2011 regular board meeting.
Berlin 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 noted that the expenses were slightly down for last month. He said that we should
be fine until property tax money is received.

The expenses for building maintenance, temporary workers, and AV materials are high.
There have been code, elevator, and HVAC issues that had to be addressed with the
building. Kroll said that temporary workers have been used to fill in for regular
employees. The library is saving on personnel right now. Kroll anticipates possible
increases in these line items for next year.

Kroll made a motion to approve the payment of the list of bills and estimated payroll in
the amount of \$90,921.37 and add-ons in the amount of \$13,979.42 plus petty cash
expenditures in the amount of \$192.79. Muelder seconded.

Roll Call #1.

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

Nays: None.

Absent: Reichel.

Vice President Peterson 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 said that the committee had met prior to the board meeting to discuss the steps needed to prepare the 2012 budget. The committee plans to present a realistic budget based on actual expenses adequate to meet the library expenses. The committee will meet at 4:00 p.m. on June 23. The entire board will be sent all materials used to develop the budget. The committee will present the 2012 budget for approval by the library board at the August board meeting.

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

Foundation Report: Hunigan reported that the GPLF has \$2.5 million in its portfolio. Twenty percent of the funds are not earning interest because they were not rolled over. The foundation has discussed hiring a professional money manager. So far, the foundation has looked at the informational brochures of four firms.

Hunigan also said that the foundation board is enlarging from eight members. Suggestions for new members can be submitted to Naomi Law.

The foundation would like to have a joint meeting with the library board. Martin Reichel is arranging the meeting.

Hunigan said that the foundation has had \$8,000 in contributions without any solicitation. He said that people want to contribute to the library. Kroll suggested that the GPLF begin plans for soliciting funds. Hunigan said that the joint meeting with the GPL board will be the initial step for discussing fundraising, land acquisition, and time tables for the building project.

ACTION ITEMS

The board discussed the prevailing wage resolution. The resolution will be posted in the Register Mail.

Phillips made a motion to approve the prevailing wage resolution. Muelder seconded.

Roll Call #2.

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

Nays: None.

Absent: Reichel.

Vice President Peterson declared the motion carried.

DIRECTOR'S REPORT

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

Muelder made a motion to move to Executive session to discuss personnel and real estate. McDonald seconded. There was voice vote approval.

Adjourned to executive session at 5 p.m.

Reconvened to regular session at 5:57 p.m.

There was no action taken.

Phillips made a motion to adjourn. Muelder seconded.

Adjourned: 5:58 p.m.

Secretary

President