

GALESBURG PUBLIC LIBRARY

BOARD OF TRUSTEES

Thursday, May 6, 2010

Present: Conolly, Hunigan, Kroll, McDonald*, Muelder, Peterson, Phillips, Reichel. [8]

Absent: Berlin. [1]

Also present: Corinne Anderson (City Council liaison), 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, May 6, 2010.

APPROVAL OF MINUTES.

Kroll made a motion to approve the minutes of the April regular board meeting as written. 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 the payment of \$22,968.52 to the Alliance Library System for the Resource Sharing Alliance services is included in the add-ons. If this was removed, the add-ons for the month would be normal. He said that the Alliance is funded by the State and that he is concerned that the current economy will force the System to increase fees for member libraries. Mrs. Van Kirk said that the RSA is funded by the participating libraries. She said that there is concern among libraries that the State will force library systems to consolidate. The Alliance Library System and Prairie Area Library System are discussing their own consolidation of services on June 3.

Mrs. Van Kirk said that payment to Liberty Systems is for the receipt printers that will be paid for by the Friends of the Library. She said that due to the sudden health issues of Nancy Lambing, the Friends do not have a treasurer. As soon as a treasurer is appointed, the library will be reimbursed for the receipt printers.

S&H Electric changes out the light bulbs.

Kroll pointed out that there will be shortfalls in the budget if spending in some line items continues at the current pace. Mrs. Van Kirk said that the young adult librarian position will not be officially filled until July so there will be a savings until that time.

The board agreed that it was no longer necessary to have an investment report from the City. The foundation will be providing investment information.

Kroll made a motion to approve the payment of the list of bills and estimated payroll in the amount of \$89,262.11 and add-ons in the amount of \$54,755.15. Muelder seconded.

Roll Call #1.

Ayes: Conolly, Hunigan, Kroll, Muelder, Peterson, Phillips, Reichel. [7]

Nays: None.

Absent: Berlin, McDonald. [2]

President Reichel declared the motion carried.

COMMITTEE REPORTS

Building Committee: Chairperson Peterson reported that the committee had not met. The committee will meet at 3:45 p.m. on Thursday, June 3 for a building maintenance walk-through.

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

Finance Committee: Chairperson Kroll reported that the committee had not met. The committee will meet at 4 p.m. on Thursday, July 15 to begin planning for the 2011 budget.

Policy Committee: The committee had not met.

Foundation Report: The board received copies of the minutes from the foundation's March meeting.

Mrs. Van Kirk reported that the foundation has agreed to share the cost of the e-pay equipment.

Roger Peterson and Lori Reed will be selecting the foundation logo from entries by area art students.

Louisa Buck is the new foundation board member.

The GPL Foundation will be working with the Galesburg Community Foundation.

ACTION ITEMS

Mrs. Van Kirk reported that the employee health insurance has increased \$12 per employee per month. The library has always paid the entire health insurance premium for the full-time employees.

Kroll made a motion to approve paying the increase in employee health insurance and to wait until planning for the next fiscal year to make any changes. Phillips seconded.

Roll Call #2.

Ayes: Conolly, Hunigan, Kroll, Muelder, Peterson, Phillips, Reichel. [7]

Nays: None.

Absent: Berlin, McDonald. [2]

President Reichel declared the motion carried.

In other action, Mrs. Van Kirk said that it was time for the annual review of the non-resident card program. She said that the current tax bill method of figuring the fee cards is working well. If a customer rents, the fee is based on 15% of the monthly rent.

Phillips made a motion to continue to participate in the non-resident card program using the tax bill method. Peterson seconded.

Roll Call #3.

Ayes: Conolly, Hunigan, Kroll, Muelder, Peterson, Phillips, Reichel. [7]

Nays: None.

Absent: Berlin, McDonald. [2]

President Reichel declared the motion carried.

*McDonald arrived.

Mrs. Van Kirk reported that there is some old film housed in the archives that needs to be discarded. She said that there is nothing of historical value on the film and that it is just taking up space in the freezer.

Muelder made a motion to approve the disposal of old film. Phillips seconded. There was voice vote approval.

DISCUSSION

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

The surveillance DVR was replaced. The surveillance cameras have been used recently to catch a patron hiding some magazines and to view an incident with a problem patron.

There have been several alarm malfunctions in recent weeks.

We have had two power surges in the past two weeks.

Mrs. Van Kirk will attend the Bradley students' presentation on marketing the library tomorrow at 4:30 p.m. She will ask for a copy of the presentation in electronic format.

The library was the recipient of a complete four-volume set of *The Papers of Abraham Lincoln*. The set was presented to the library by Justice Thomas Kilbride and John O'Brien, president of the Illinois State Bar Association.

Justice Kilbride is interested in providing a presentation on civic education and the judicial system. Mike Kroll and the library will be making the arrangements for the presentation. Peterson suggested calling the presentation "Don't Be Wrong about Your Rights". Mrs. Van Kirk would like for the presentation to have a tie with the civics classes.

The library will be participating in the Dick Blick 100th birthday party next year.

Muelder reported that she had visited the public library in Rochester, MN. She learned that they had passed a referendum for a 1% sales tax by bundling the library, fire station, and civic center.

Melinda Jones-Rhoades is the new young adult/reference librarian. She will begin her official duties in July. Melinda has been a reference substitute. Holly Whittet-Allison will be moving to England for a year in the fall. She is also a reference substitute. Beth Buck has been subbing in the reference department and working in circulation. Three substitutes have been hired to assist in the reference department. They are Amanda Benham, Stacey Rucker, and Dorothy Lam.

Muelder made a motion to adjourn. Hunigan seconded. There was voice vote approval.

Adjourned: 6:10 p.m.

Secretary

President