

GALESBURG PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Thursday, November 5, 2009

Present: Berlin, Conolly, Hunigan, Kroll, McDonald, Muelder\*, Peterson, Phillips, Reichel. [9]  
Also present: David Pearson (GPLF), Pam Van Kirk (Library Director), Jane Easterly (Assistant Director), 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, November 5, 2009.

APPROVAL OF MINUTES.

Peterson made a motion to approve the minutes of the October regular board meeting as written. Phillips 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 \$98,330.66 and add-ons in the amount of \$16,781.50. Berlin seconded.

Roll Call #1.

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

Nays: None.

Absent: Muelder. [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: Chairperson McDonald reported that the committee had not met.

Muelder arrived.\*

Foundation Report: The board received copies of the approved minutes for the foundation's September meeting. Foundation Treasurer David Pearson presented a report of the Galesburg Public Library Foundation account balances as of October 31, 2009.

Mr. Pearson said that the remaining funds will be moved from the library accounts to the foundation accounts by early January 2010.

The foundation has spoken with an investment advisor. The money should be invested this month. They are looking at a very stable investment strategy that includes some preferred stock to generate income and some bonds.

Mrs. Van Kirk reported that Kathi Eshleman will be doing clerical work for the foundation on an as needed basis.

## ACTION ITEMS

There were no action items.

## DISCUSSION

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

Two Knox College students will be designing a library for Galesburg as a class project.

On November 12, Board members will travel to Washington and Burlington, Iowa to tour their libraries.

Mrs. Van Kirk has agreed to participate in a celebrity boxing fundraiser for the Boys and Girls Club. She will be boxing the librarian of the Warren County Public Library.

There has been good response to Mrs. Van Kirk's speaking engagements at the local Rotary, Lions Club, and National Association of Retired and Veteran Railway Employees. The topic of her speech is "Why We Need a New Public Library".

The board reviewed the 2009 budget. Mrs. Van Kirk explained that \$51,740 in interest revenue from gift money was used to balance the 2009 library budget. She said that even if we come in on budget, we will be short the interest revenue on gift money. She said that in 2008, the board requested that \$19,000 be budgeted for interest earned on tax money only. That amount was reduced to \$15,755 in 2009.

On the expenditure side, at the end of the year there will be a surplus of \$35,051 for regular employee payroll but there will be a shortfall of \$14,541 for the temporary employee payroll. Currently a shortfall of \$759.43 for binding. No more books will be sent to the bindery for the remainder of the year. There is surplus money for heating so hopefully this will offset the overrun in electricity. We are currently over budget for postage and there is one more newsletter to be mailed and rent is due on the postage machine. There is a shortfall of \$372.30 for continuing education. Mileage money is needed to attend RSA meetings in East Peoria. The staff attends meetings online whenever possible. A shortfall of \$165 for dues so no more dues will be paid in 2009. We are over budget in audio-visual materials and lease payments. Due to the carpet project there is currently a shortfall of \$13,500.77. There is still \$22,150 budgeted for capital outlay that will defray this expense. There is \$12,000 budgeted for line item computer hardware that will cover the \$9228.66 in the minor computer equipment line item expenses.

Mrs. Van Kirk said that according to past library financial reports the library has never gone over budget. The board agreed. Kroll said that this is the result of being forced to adopt unrealistic budgets for the past couple of years.

Mrs. Van Kirk had an Ameren bill spreadsheet available for the board.

The book budget has very little money left for this year.

Jane Easterly explained about the new downloadable E-book and audiobooks program that will be replacing My Media Mall.

Mrs. Van Kirk distributed copies of the library's 2010 budget as displayed in the City's 2010 budget.

The board received information on the Save Illinois Libraries campaign.

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

Adjourned: 5:15 p.m.

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Secretary

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President