

GALESBURG PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Thursday, October 1, 2009

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

Also present: Corine Andersen (City Council representative), 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, October 1, 2009.

The board welcomed new board member Monica Berlin and city council liaison Corine Andersen.

APPROVAL OF MINUTES

Peterson said that it was President Reichel who declared the first roll call vote carried not President Peterson.

Peterson made a motion to approve the minutes of the September 3, 2009 regular board meeting as corrected. 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.

The payment to the library for \$972.07 was for petty cash. The invoice to the Galesburg High School budget was for an advertisement for young adult programming.

Kroll said that he was concerned about being over budget at the end of the year.

Kroll made a motion to approve the payment of the list of bills and estimated payroll, in the amount of \$87,074.68 and add-ons in the amount of \$14,413.39. Phillips seconded.

Roll Call #1.

Ayes: Berlin, Conolly, Hunigan, Kroll, McDonald, Muelder, 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 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.

Foundation Board: The board received copies of the July minutes of the Foundation Board.

The Foundation will deposit \$3,000 into GPL's archive and music funds at the city. This will make bookkeeping for those funds easier. In January, they will deposit another check.

More funds will be transferred to the foundation from the library's accounts at the city at the end of the year.

## ACTION ITEMS

Mrs. Van Kirk said that she cut \$93,000 from the 2010 budget as directed by the board at last month's meeting. The total 2010 budget is \$1,450,395.

Kroll said that we are being forced into an unrealistic budget. He said that we are already running over budget this year.

Kroll made a motion to approve submitting the 2010 budget to the city. Muelder seconded.

Roll Call #2.

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

Nays: None.

Absent: None.

President Reichel declared the motion carried.

In other action, Mrs. Van Kirk said that she had the per capita grant application ready for submission to the state. The per capita is based on population of the city. The state cut the per capita funds by 16% per library. This is one of the reasons that we have had to cut so much from the budget.

Hunigan made a motion to approve submitting the per capita grant to the state. Muelder seconded.

Roll Call #3.

Ayes: Berlin, Conolly, Hunigan, Kroll, McDonald, Muelder, 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 shared some of the statistics from her presentation to the Sunrise Rotary. The reference staff answered an average of 80 questions a day during 2008. The average for so far in 2009 is 92.5 questions per day. Three thousand five hundred rolls of microfilm were used in 2008. There were 1461 adults and young adults attending library programs, plus 45 exams proctored during the first six months of 2009. Approximately 5,200 books are either borrowed or loaned from or to other libraries each month through interlibrary loan.

Mrs. Van Kirk said that none of the eligible GPL employees were interested in the city's proposed early retirement option. She explained that the main reason for the disinterest was insurance.

Mrs. Van Kirk is scheduling a tour of the Burlington Public Library and the Washington, Iowa Public Library after October 20. She asked the board to check their schedules for dates that would not work for them.

It was not necessary to go into executive session since the board would not be purchasing property.

Kroll said that he had met with Don Moffitt regarding a new library building. He said that Mr. Moffitt is very interested and supportive of a new library. Mr. Moffitt said that there will be economic stimulus money available for projects downstate. Kroll told him that \$20 million was needed for a new building. Mr. Moffitt said that the library would have to match any funds that the state provided. Kroll said that some possible ways to raise matching funds would be to sell the existing building for acquisition of a building site, ask city for the difference for the basic building, and the library raise the money for furnishing the building. Kroll has shared this information with the city manager. The board agreed that Kroll should continue talks with Don Moffitt regarding state funding for a new library.

The board reviewed the site evaluation of the property located in the 200 block of West Main Street. The full written report is attached to the minutes. The report concluded that the site is a suitable geographic location and adequately large enough for the proposed new library. The architect's recommendation was to proceed with a conceptual graphic analysis of the site.

Kroll made a motion to approve Apace Design developing a conceptual graphic analysis of the site located in the 200 block of West Main Street for a cost not to exceed \$2,500. Muelder seconded.

Roll Call #4.

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

Nays: None.

Absent: None.

President Reichel declared the motion carried.

Conolly said that he would like to have the architect revisit the O.T. Johnson site and include the empty lot that is across the street. He feels that it is still a viable location and that the library board should do due diligence regarding site selection. Phillips and McDonald also did not want to rule out the O.T site. Reichel said that the architect had eliminated the O. T. site as being too small. He said that the Econo site is still on the backburner. Hunigan was concerned the O.T site would not provide for future growth. Mrs. Van Kirk said that the majority of the city council has indicated the preference for a business to go into the O.T. site. She said that the library would have to be multileveled to fit on that property and there are a multitude of problems with that type of library. The empty property is also no longer available for purchase since the office supply company has purchased it for parking. Kroll said that if the board can't become unified on this decision it becomes easier for our detractors.

The board recapped the site evaluation of O. T.'s for the new board members. Reichel said that for now the focus will be on the West Main Street property.

Adjourned: 6:05 p.m.

---

Secretary

---

President