

GALESBURG PUBLIC LIBRARY  
BOARD OF TRUSTEES

Thursday, September 1, 2011

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

Absent: None.

Also present: Harriett Zipfel (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, September 1, 2011.

The Board welcomed new library director Harriett Zipfel.

APPROVAL OF MINUTES.

Kroll made a motion to approve the minutes of the August 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 \$83,912.66, add-ons in the amount of \$11,320.46 plus petty cash expenditures in the amount of \$150.07. Berlin 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 shared the letter from city manager Tod Thompson regarding the tax levy work session to be held on Tuesday, September 06, 2011. The letter included proposed options for setting the levy for FY2012. Kroll said that the library could be forced to cut up to \$35,000 from the FY2012 budget. The finance committee will meet to discuss the budget at 4 p.m. on Thursday, September 15.

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

Foundation Report: Hunigan reported that the next meeting of the foundation will be September 15.

The foundation was the recipient of \$164 from Cherry Street Restaurant's Charity Tuesdays. A portion of the proceeds from food sales was donated to the foundation.

The foundation would like to increase their board by three members. Hunigan said that names can be submitted to the foundation.

There will be an election of officers soon.

The foundation is looking for a new logo.

#### ACTION ITEMS

Reichel appointed the standing committees for 2011-2012. Committee appointments are as follows:

Building Committee: Peterson, Chair., Kroll, Berlin

Finance Committee: Kroll, Chair., Hunigan, Muelder, Conolly

Personnel Committee: Phillips, Chair., McDonald, Peterson

Policy Committee: McDonald, Chair., Berlin, Muelder.

#### 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.

Mrs. Zipfel presented a list of her short term priorities. The board agreed with her list of priorities.

The ILA conference begins October 18 in Chicago. Mrs. Zipfel said that it might be beneficial for some of the GPL board members to attend Trustee day at the ILA conference. There will be sessions on managing with economic challenges and the library systems changes.

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

Adjourned: 5:15 p.m.

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President

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Secretary