

Galesburg-Charleston Memorial District Library  
Meeting Minutes  
May 16, 2017

Present: K. Walker, M. Phillips, L. Behnke, K. Murray, C. Roe, B. Sinon, S. Kupiecki, H. Hayes,  
Director

Absent: None

Meeting called to order at 4:35 p.m.

Addition to Agenda: (New Business: Credit Union Money Market/CD Information)

Linda made a motion, seconded by Shirley, to approve and accept the April 18, 2017 minutes.

Motion carried.

Public Comments: Tracy Dingee presented information and made a request to hold AA meetings at the library. Dan Pontius, on behalf of the Senior Services Dining program, made a presentation and asked the library to serve as a location to sell coupons to seniors for meals at local restaurants. After presentations, these two items were placed under New Business for discussion.

Financial Reports: Helena shared the Income/Expenses, April 2017 report, the Balance Sheet, as of April 30, 2017 report, and the Budget vs. Actual YTD report.

Library Director's Report: See attached. Helena asked that we look over the survey results for next month's meeting. The board approved the purchase of a library "banner" and library note pads.

Old Business:

- POW plaque has been cleaned (beautiful)! Helena is continuing research.
- Commemorative plaque: Dedication will be tabled until Fall, 2017, when all listed can be in attendance.
- Board appointments: Helena and Brent shared handouts of board appointments and terms. After discussion: The next member of the majority municipality to leave will be replaced by the minority municipality. If a minority municipality member leaves, that member will be replaced by a minority municipality. If there is no turnover in eight years, one of the majority positions will step down to allow the minority municipality to become the majority municipality.
- Committee updates: Mary and Cindy (Human Resources) shared that this year would be the time to revisit Helena's evaluation tool, to make sure it is as current/helpful as possible. We want both Helena and the board to get the best information and feedback possible.
- Money Market and CD information: Cindy presented information from local banks and credit unions. After discussion, a motion was made by Brent, seconded by Kay, to authorize Cindy Roe to open an account (with her name on the accounts) at Consumer's Credit Union in Kalamazoo, and place some of our Memorial Account funds in 1) a 3-

month Money Market, and 2) a 21-month CD. The Money Market allows us access to our funds at any time, and the CD has a one-time penalty free withdrawal. Kim Murray will also be named on the accounts.

New Business:

- 2017-2018 Budget: Helena presented preliminary figures for the upcoming budget. Included: 2018 Preliminary Budget - Comparison w/ FY 2017. Board members are asked to study the figures for further discussion in June.
- Requests for building/staff use (from Public Comment section above): After much discussion, Helena will email board members (within two weeks) with a request for thoughts about using the library for AA meetings. We will then make a decision and let Tracy know. We agreed to become a partner with the Senior Services Dining program! Helena will contact Dan.

Next meeting: June 20, 2017 (includes public hearing on budget)

Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Cindy Roe, Secretary  
Galesburg-Charleston Memorial District Library