

Galesburg-Charleston Memorial District Library
Meeting Minutes
October 17, 2017

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

Absent: None

Meeting called to order at 4:30 p.m.

Added to agenda under new business: Timeline for director evaluation.

Kay made a motion, seconded by Linda, to accept and approve the minutes from the
September 19, 2017 meeting, with correction.

Public comments/correspondence: None

Financial Reports: Helena shared the Budget vs. Actual YTD report, the September, 2017
Income and Expense report, and the Balance Sheet report as of 9/30/17.

Library Director's Report: See attached

Old Business:

- Mailbox ordered, post installed
- Helena shared a proposal of library hours of operation. After a discussion, Helena, Kim and Linda will meet to study and make a recommendation to the board at the next meeting.
- For our information, Helena shared our budgets from the past several years.
- District Library plaque ceremony: Board asked Helena to hire someone to get plaque hung now; will plan ceremony for a later date.

New Business:

- Board will meet with Anne Seuryneck on October 24, 2017 at 6:30 p.m. for a library millage presentation.
- Director evaluation: Mary will email evaluation template to board members.

On-going:

- Plaque dedication ceremony
- "Square" credit card payment system
- Book drop box
- Marketing/Publicity
- Decon for storage shed
- Building Use policy

Meeting adjourned at 5:45 p.m.

Respectfully submitted,

Cindy Roe, Secretary
Galesburg-Charleston Memorial District Library