

Galesburg-Charleston Memorial District Library
Meeting Minutes
September, 19, 2017

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

Absent: None

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

No additions/corrections to the agenda.

Kay made a motion, seconded by Brent, to accept/approve the minutes from the July 18, 2017 meeting.

Public comments/Correspondence: None

Financial Reports: Helena shared the following reports:

August, 2017: Income & Expense Report, Budget vs. Actual YTD Report, Balance Sheet

July, 2017: Income & Expense Report, Budget vs. Actual YTD Report, Balance Sheet

Cindy gave an update on our CD and Money Market accounts at Consumer Credit Union.

Speaker: Mrs. Shirley Bruursema (Kent District Library)

Shirley will be assisting us with our upcoming millage campaign. She presented great information, including:

- Should this be a renewal, or increase? For how many years?
- Timeline of events leading up to election
- She is offering to work with the YES committee as a coach
- Shared budget and penal fines information

The board is asked to work on a list of wants/needs to assist with the millage renewal or increase decision. Helena would like feedback on programming currently in place or lacking.

Library Director's Report: See attached

Old Business:

- Plaque dedication to be discussed at next meeting
- Helena will order a new mailbox (box and pole) to replace current setup

New Business:

- Millage (see above)
- Helena shared a handout of a proposal to modify the library's hours of operation for consideration (next meeting)
- Board gave Helena approval to hire Dan Carl as our new bookkeeper, to replace Sallie Talon
- Book sale: November 9th and 10th, Guthrie Room
- Audit (scheduled for late October)

On-Going Items:

- "Square" credit card payment system
- Book drop box
- Marketing/Publicity
- Decon for storage shed
- Building Use Policy

Meeting adjourned at 7:00 p.m.

Sincerely,

Cindy Roe, Secretary
Galesburg-Charleston Memorial District Library