

**GALESBURG-CHARLESTON MEMORIAL DISTRICT LIBRARY
BOARD MEETING MINUTES
JANUARY 15th 2019**

Present: Shirley Kupiecki, Chairman Pro-tem; Linda Behnke, Ann Nieuwenhuis, Steve West, Karen Wilson, Helena Hayes, Library Director and Marcus Martinez

- I. **Call to order:** The meeting was called to order at 5:07p and was chaired by Shirley Kupiecki.
- II. **Additions or corrections to Agenda:** Nieuwenhuis moves to jump directly to section VII part c of meeting agenda; Election of Officers/Committees. Motion is supported by Behnke and motion carries.
 - Nieuwenhuis moves to use 3 titles in Bi-laws and is supported by West. Motion carries
 - West nominates Nieuwenhuis for president, supported by Behnke, motion carries.
 - Kupiecki nominates Behnke for treasurer, supported, motion carries.
 - Nieuwenhuis nominates Wilson for secretary, supported, motion carries
 - Kupiecki discusses when is appropriate time for Library Director (Hayes) goals and assessment.
 - Nieuwenhuis excuses herself from meeting.
 - Wilson requests about Feb. meeting being moved to Feb. 13th
- III. **Public comments/Correspondence:** AT&T Rates increased
 - International fax made from library most likely in error.
 - Received thank you card from Carole Nicolow for holiday gift card.
 - Co-op Directors minutes from 12/2018 meeting
- IV. **Approval of Minutes:** West moved to approve the minutes of 12/18/2018 meeting. The motion was supported by Wilson and motion carries.
- V. **Financial Reports:**
 - Behnke moves with support by West to approve financial reports, motion carries.
- VI. **Library Director's Report:**
 - Helena summoned for possible upcoming jury duty.
 - Hoopla; new digital library service going live Feb 1st.
 - History room organization
 - Helena reports that bid for possible upcoming library renovation did not include various construction aspects of the project
- VII. **Old Business:**
 - **Friends of the Library** – Keith Martin would like to be removed from Friends of the Library bank account
 - Bank requires minutes from meeting for removal
 - Waiting to hear from City board about open board positions for City & Township
 - Elections of officers (see section II)
 - Library renovation appears to be more costly than previously thought (see section VI)

VIII. New Business:

- Consent Agenda: Waiting on consent agenda until president (Nieuwenhuis) is present
- After resignation of Linda Castle it is discussed and determined that finding someone to fill her position would be beneficial for the library.
- Hoopla live Feb 1st
- Internet upgrade: ask city about splitting the cost of fiber optic installation
- Behnke moves to approve signing letters of intent to pursue Preside bid from Janelle Morgan. Supported by West, motion carries.

IX. Board Roundtable

- Wilson enjoyed the board training and found it to be a valuable experience. Board concurs
- Kupiecki mentions another library participating in Tutor.com. Expresses interest and would like to look into further
- Discuss tax preparers to come to the library
- Setting up goal meeting for Helena

X. Next Meeting: February 13th 2019

XI. Adjournment: Wilson moves to adjourn at 6:14pm and supported by Behnke. Motion carries.

Respectfully submitted,

Jeremy Allison
Galesburg-Charleston Memorial District Library

Ongoing Projects/Wish List:

• Strategic Planning	• Shelving
• E-Rate / Fiber Build	• Carpeting
• Partitioning Director's Area	• Roof
• Enclosing Book Return Opening	Visits to other Libraries
• Leadership Assessment Proposal	