



**GALESBURG-CHARLESTON MEMORIAL DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING MINUTES**

July 19, 2022 – In-person

Board members present: Scott Klien, Bobbi Nigg, Kimber Shaffer

Board members absent: Linda Behnke, Veronica Bolhuis

Staff and guests present: Helena Hayes - Library Director and Kristen Tidd

I. CALL TO ORDER / ROLL CALL

Meeting called to order at 5:31 p.m. by President Klien

II. APPROVAL OF AGENDA

Motion: Ms. Shaffer moved to accept the July 19, 2022 agenda as presented

Support: Supported by Ms. Nigg

Vote / Result: Motion carried

III. PUBLIC COMMENTS / CORRESPONDENCE

None

IV. REVIEW / APPROVAL OF MINUTES

a. June 21, 2022

Motion: Ms. Nigg moved to approve the Minutes from the June 21, 2022 meeting as presented

Support: Supported by Ms. Shaffer

Vote / Result: Motion carried

V. FINANCIAL REPORTS

a. June 2022

June 2022 Financial Report was reviewed and placed on file for the auditors.

b. 2022 4th quarter budget adjustments

Motion: Ms. Shaffer moved to approve the 2022 4th quarter budget adjustments as presented

Support: Supported by Ms. Nigg

Roll Call Vote: Unanimous, motion carried

c. FY 2023 approved budget

VI. LIBRARY DIRECTOR'S REPORT

Discussion:

- Numbers are up, summer reading programs help
- Good participation in programs
 - Events with smaller participation numbers have all positive feedback
 - Escape room had 17 participants, was a huge success
 - Water pod was less than successful but still fun
- Calendar
 - Ms. Nigg has been spreading the word about the community calendar
 - Sports boosters
 - Local events
- Electric work
 - Buist Electric is going to provide an assessment of the electric work needed
 - Trying to create a space for the public computers
 - To write up a recommendation to be presented at the September Board meeting
- End of Summer Picnic
 - August 20th from 11 am to 1 pm

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

a. SMDL OverDrive Agreement

Motion: Ms. Nigg moved to delegate authority to the SMDL OverDrive Coordinator to negotiate contracts with OverDrive and to set an annual budget for the collection on behalf of the group and delegate collection development authority to OverDrive.

Support: Supported by Ms. Shaffer

Discussion:

- We give permission to the consortium to talk to OverDrive to make decisions for this collection of electronic materials, allowing OverDrive the permission to determine what is in the collection.
- Currently the staff is making these decisions but the library doesn't have the staff or the expertise.
- This will formalize the agreement.
- Costs \$2,000 on an annual basis, determined on population of the service area.
 - 15% is hosting
 - 85% is content
- Contract was negotiated as of 10/1/22 for a 3-year term

Roll Call Vote: Unanimous, motion carried

b. Replacement computers – public and staff

Motion: Ms. Shaffer moved approve the purchase of new computers to replace public and staff devices at a cost not to exceed \$3,500.

Support: Supported by Ms. Nigg

Discussion:

- Seems like a good deal, 7 computers for \$3,500
- Amanda has been using a public computer
- Replacement computer for Amanda was backordered for months, current ship date is 8/1 for this one computer
 - Director Hayes thinks they lost the order
- This order of 7 computers will be placed with a different provider.

Roll Call Vote: Unanimous, motion carried

c. August meeting – cancel (no quorum – Linda, Bobbi)

Discussion:

- Ms. Behnke has family plans
- All members agreed with canceling the meeting

IX. MEMBER ROUNDTABLE

- Ms. Nigg shared her kids are making in through tennis with cooling towels, Gatorade, and an air-conditioned car post-tennis. Family surgeries coming up, looking forward to when those are done and everyone is healed up.
- Director Hayes will be spending time with her 3-year-old grandson, going to take him to a friend's pool and splash pad at River Oaks County Park. Got approval to no have to wear her boot, post foot surgery.
- President Klien is going to Greece in the fall.
- Ms. Shaffer is feeling better but her husband continues to struggle with health issues. He's been off work since June 12th and likely through August.

X. NEXT MEETING **September 20, 2022 @ 5:30 p.m.**

XI. ADJOURNMENT Meeting adjourned at 6:32 p.m. by President Klien