



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

**February 20, 2024 – In-person**

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**Board members present:** Linda Behnke, Sara Hough, Scott Klien, Kimber Shaffer

**Board members absent:** Bobbi Nigg

**Staff and guests present:** Director Helena Hayes, Kristen Tidd

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**I. CALL TO ORDER / ROLL CALL**

Meeting called to order at 5:36 p.m. by President Klein

**II. APPROVAL OF AGENDA**

**Motion:** Ms. Behnke made motion to approve the February 20, 2024 as presented

**Support:** Supported by Ms. Shaffer

**Vote/Result:** Motion carried

**III. PUBLIC COMMENTS / CORRESPONDENCE**

- Audience member John Spencer, District Manager of State Representative Matt Hall. Wanted to introduce himself and offer assistance with any state legislation or interests which Matt Hall and his office can assist with.
- Correspondence shared by Director Hayes:
  - MLA Annual Report
  - Night for Notables Celebration – April 20, 2024

**IV. MINUTES – JANUARY 23, 2024**

**Motion:** Ms. Shaffer made a motion to approve the Minutes from the January 23, 2024 meeting as presented

**Support:** Supported by Ms. Hough

**Vote / Result:** Motion carried

**V. FINANCIAL REPORTS**

**a) January 2024**

**Discussion:**

**January 2024 Financial Report was reviewed and placed on file for the auditors.**

## **VI. Library's Directors Report**

### **Discussion:**

- Lori has jumped right in on programming, has been doing story times and has done very well.
- Director Hayes and Lori plan to visit a couple of area libraries for ideas.
- Upcoming book discussions:
  - The Recipe Box
  - Where the Crawdads Sing
  - Firekeepers Daughter
- Book sale at Greater Galesburg Days, may rent a tent to host the sale outside to take advantage of the foot traffic.
- Summer reading program is scheduled.
- Talked to Lyster about replacing the soffit.
- Director Hayes may not be in attendance for the April meeting, she will confirm.
- Book circulation and patrons was up from last month.
- Hoopla is down but it's been consistent.
- Flyers for book discussion and summer programs were provided.
- Memo to payroll company was provided.
- Ashley comes back at the end of the month but won't be on the schedule until March.

## **VII. CONTINUING BUSINESS**

### **a) Building remodel project**

#### **Discussion:**

- Director Hayes provided updated project numbers and floor plans from C2AE and presented the phases and corresponding costs/estimates.
- President Klien is curious how much of a disruption the construction and remodel would be to the normal course of business.
- Director Hayes will investigate opportunities for capital improvement grants. (Was told there were discussions at last year's MLA Advocacy Day about possible ARPA funds availability, so will pursue when in Lansing for this year's event.)
- Audience member, John Spencer inserted that he would share the message with Matt Hall's office and will follow up with Director Hayes. He also suggested doing a silent auction as a fundraising event.
- Ms. Shaffer raised several points for Director Hayes to pursue with Dennis and Katie (C2AE).
- President Klien expressed concern about access to electrical power in the proposed Business Area.
- Director Hayes suggested going to local businesses – Target, Eaton, Wenke, etc. to ask for investment.
- Ms. Tidd asked how other libraries cover the expense of remodels. Director Hayes will ask.
- Naming protocols need to be determined if we'll allow large donors who may request to have something named after them.
- Director Hayes suggested talking to smaller libraries like Vicksburg, Three Rivers, etc.
- Director Hayes will reach out to her co-op group.

- Come up with ideas of how to engage with the community to show the services the library provides.
- Director Hayes suggested field trips to other libraries to gather ideas for how to fix up what we have on hand.
- Ms. Shaffer suggested a community survey to determine what people would like to see at the library.
- Director Hayes plans to share the information with staff to get their input and is asking Board members to think about what's been presented.

**VIII. NEW BUSINESS**

**a) Election of officers (?)**

Held for next meeting

**IX. MEMBER ROUNDTABLE**

None

**X. NEXT MEETING **March 19, 2024 @ 5:30 p.m.****

**XI. ADJOURNMENT Meeting adjourned at 7:50 p.m. by President Klien**