



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

November 18, 2025

Board members present: Linda Behnke, Scott Klien, Kimber Shaffer

Board members absent: Sara Hough

Staff present: Director Helena Hayes

I. CALL TO ORDER / ROLL CALL

Meeting called to order at 5:30 p.m. by Mr. Klien

II. APPROVAL OF AGENDA

Motion: Ms. Behnke moved to approve the agenda (with date corrected)

Second: Supported by Ms. Shaffer

Discussion: None

Vote/Result: Motion carried

III. PUBLIC COMMENTS / CORRESPONDENCE

Discussion: Email from Dennis Jensen re: C2AE being acquired by AtkinsRealis

IV. MINUTES – October 21, 2025

Motion: Ms. Shaffer moved to approve the Minutes as presented

Second: Supported by Ms. Behnke

Vote/Result: Motion carried

V. FINANCIAL REPORTS

a) October 2025

Discussion: Report placed on file for auditor

VI. LIBRARY DIRECTOR'S REPORT

a) November 2025

Discussion:

VII. NEW BUSINESS

a) Remodel / Bond Proposal

Discussion: Resolution for August 2026 Bond Proposal presented by Ms. Shaffer

Second: Supported by Ms. Behnke

Roll Call Vote/Result: Shaffer – aye; Behnke – aye; Klien – aye

VIII. CONTINUING BUSINESS

a) Holiday gathering for staff & Board

Discussion: Include volunteers, guests will be welcome; Director Hayes sending invitations w/ RSVP by December 12; bring a dish to pass.

b) Millage Campaign

Discussion: Do we need a committee? If so, what do we expect them to do. What does Director want? (Fundraise, promote, ideas/brainstorm) How could we recruit? (FB event, invite “positive” commenters from previous campaign.)

Fundraisers: Ms. Hough working on baskets (for GGD?). Director needs to confirm what she needs for businesses. Ms. Shaffer wonders about a silent auction, possibly in February. Could see about getting “services” donated (photography sessions?).

c) Director’s Performance Review

Discussion: Waiting on input from board members

IX. MEMBER ROUNDTABLE

Discussion: Ms. Shaffer shared that her Disney trip was amazing; her granddaughters had lots of fun.

X. NEXT MEETING: December 16 @ 6:30 pm (following Holiday Gathering)

XI. ADJOURNMENT

Meeting adjourned at 6:30 p.m. by Mr. Klien