



GALESBURG CHARLESTON MEMORIAL DISTRICT LIBRARY BOARD OF TRUSTEES MEETING MINUTES

December 16, 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 6:55 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

Vote/Result: Motion carried

III. PUBLIC COMMENTS / CORRESPONDENCE

Discussion: Kudos to Ashley for her “Frosty the Snowman” windows (Jim Shaffer)

IV. MINUTES – November 18, 2025

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

Second: Supported by Mr. Klien

Vote/Result: Motion carried

V. FINANCIAL REPORTS

a) November 2025

Discussion: Report placed on file for auditor

VI. LIBRARY DIRECTOR’S REPORT

Discussion: Director Hayes shared some lessons from recent “Think Space” seminar

VII. CONTINUING BUSINESS

a) Millage

Discussion: Bond submission resolution signed by Mr. Klein

b) Director’s Performance Review

Motion: Ms. Behnke moved that Director Hayes be given a 4% COLA effective 1/1/2026

Second: Supported by Ms. Shaffer

Discussion: Review will be presented to Director later

Roll Call Vote/Result: Motion carried unanimously

VIII. NEW BUSINESS

IX. MEMBER ROUNDTABLE

Discussion:

X. NEXT MEETING: January 20, 2026 @ 5:30 pm

XI. ADJOURNMENT

Meeting adjourned at 7:34 p.m. by Mr. Klien