



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

September 23, 2025

---

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

**Board members absent:** Scott Klien

**Staff present:** Director Helena Hayes

---

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

Meeting called to order at 5:30 p.m. by Ms. Behnke

**II. APPROVAL OF AGENDA**

**Motion:** Ms. Behnke moved to approve the agenda

**Second:** Supported by Ms. Shaffer

**Discussion:** None

**Vote/Result:** Motion carried

**III. PUBLIC COMMENTS / CORRESPONDENCE**

**Discussion:** None

**IV. MINUTES – June 17, 2025 & August 11, 2025 (Special Meeting)**

**(There were no regular meetings in July (open house) or August (no quorum))**

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

**Second:** Supported by Ms. Behnke

**Vote/Result:** Motion carried

**V. FINANCIAL REPORTS**

**a) June 2025**

**b) July 2025**

**c) August 2025**

**Discussion:** Reports placed on file for auditor

**VI. LIBRARY DIRECTOR'S REPORT**

**a) August 19, 2025**

**b) September 2025**

**Discussion:** Director Hayes highlighted the various programs and events, including Summer Reading, since the last meeting.

Approved by Board: October 21, 2025

**VII. CONTINUING BUSINESS**

**a) Remodel / Bond Proposal**

**Discussion:** See attached notes

**VIII. NEW BUSINESS**

**a) Holiday gifts for staff**

**Discussion:** Ms. Behnke will take care of it in time for December distribution.

**IX. MEMBER ROUNDTABLE**

**Discussion:**

**X. NEXT MEETING: October 21 @ 5:30 pm**

**a)** Ms. Shaffer will be out of town so unable to attend

**XI. ADJOURNMENT**

Meeting adjourned at 6:42 p.m. by Ms. Behnke