

Library Board Minutes
October 10, 2022

1. Call to order
President Albaugh called the meeting to order at 6:30pm. Roll call had the following board members present Maria Rector, Walter Johnon, and Katherine Walker. Four members were present for a quorum. Tracy Furlong and Frances Beadle were absent. Board member Earl Thompson took his seat at 6:35pm. Also present were Tim Doser, Gloria Junge, and Library Director Jenna Diedrich.
2. Citizens comments
Doser requested toner for the printer. Diedrich responded it had been ordered. Doser is unhappy with the pace of the digitization project. A one year turn around was not acceptable. He questioned the scanning and timing of Crowley and would like to see more papers sent to be in the queue. He questioned what would be done if the Gazette is sold. He wants to see papers put on a third hard drive. Junge agreed verbally with the Doser comments.
3. Consent Agenda
Rector moved to accept items a and b as presented. Johnson made the second. Vote: Thompson – Aye, Rector – Aye, Johnson – Aye, Walker – Aye, Albaugh – Aye. Motion carried.
4. Financial Report
Thompson looked at options for interest that fit the board’s parameters to maximize interest. State Bank is at 3.89% but only for a few months. Beadle will be bringing more information for consideration at the next meeting.
5. Treasurer’s Report
The transfer of \$32,594.11 was transferred from the Corporate Fund to the Special Reserve Fund.
6. Friends Report
President Betsy Hansen was unable to attend but had sent some information to Diedrich. Their mini sale earned \$240. December 2 will be the next mini sale at the Galena Territory Association Owner’s Club. The date for the summer book sale will be July 20-22, 2023. The members only sale will be on Wednesday the 19th.
7. Library Director’s Report
Diedrich reported the library now has two ukuleles and 3 healing kits for circulation. Button making was a big hit during outreach efforts. Live at the Plaza was very good and Diedrich had two library cars sign ups. She had gotten in touch with O’Conner Brooks and dropped off FY 2022 materials. They will also need information from the Friends of the Library. To apply for the Per Capita Grant, the board is required to go over the Illinois Public Library Standards. It is part of a process that is done every year. The graphic presentation was presented. A letter of concern was shared as well as one supporting diversity. A note was also placed in a periodical

and the staff will try and be more watchful. The Hush Report of 10/5/22 was handed out and the Board thought no response was necessary. Diedrich referenced the plaques being researched for GPAO. Albaugh stated a new group was formed, the Galena Local History Alliance, who is now overseeing the plaque installations. Diedrich pointed out there were 29 new card members signed up, noting online availability helped and that 29 was the largest number of sign ups in the 6 years she has been at the library.

8. President's Report

Albaugh submitted a written resignation as President effective as of 12:01pm Tuesday, October 11, 2022. The resignation will be on the November agenda for acceptance.

9. Committees

- a. Buildings & Grounds – did not meet
- b. Finance – did not meet
- c. HR – did not meet
- d. Policy

- i. Online Banking Policy

- Thompson moved to adopt the policy as presented. Rector made the second. Vote: Thompson – Aye, Rector – Aye, Johnson – Aye, Walker – Aye, Albaugh – Aye. Motion carried.

10. Unfinished Business

- a. Special Reserve Fund Plan

- Thompson mentioned according to state statutes a plan is required and it needs to be current and within state statute. Discussion centered on what is allowed as enhancements vs. equipment vs. capital equipment vs. materials and vs. people doing the work.

- b. Investment & Accounts

- The change has been made to the Diewes Memorial donation. Funds were moved from a savings to a Money Market account. The Virtue Memorial account is due 4/17/2023.

11. New Business – no action

12. Motions, resolutions, ordinances

- a. Resolution #23-01 Non-Residence Fee Waiver for Minors

- Rector moved to approve the resolution. Johnson had the second. Vote: Thompson – Aye, Rector – Aye, Johnson – Aye, Walker – Aye, Albaugh – Aye. Motion carried.

- b. Ordinance #23-02 Special Reserve Fund Plan

- Thompson moved to approve Ordinance 23-02 Special Reserve Fund. Rector made the second. Vote: Thompson – Aye, Rector – Aye, Johnson – Aye, Walker – Aye, Albaugh – Aye. Motion carried.

13. Closed Session – none

14. Discussion and possible action from Closed Session – none

15. Items for next agenda –

a. Election of officers

16. Announcements

Thomspon suggested that Frances Beadle be made Treasurer with the election of officers at the next meeting.

17. Adjournment was at 7:42pm.

18. Next meeting

Monday, November 14, 2022, at 6:30pm., Galena Public Library, 601 South Bench St., Galena, IL 61036 – Historical Room

Respectfully submitted,

Katherine Walker
Secretary