

**Library Board of Trustees Meeting**  
**August 14, 2023**

1. Call to Order

President Walter Johnson called the meeting to order at 6:30pm. Present were board members Matthew Blaum, Emily Sprengelmeyer, Francis Beadle, Maria Rector, and Katherine Walker. Board member Allison Schoenrock had an excused absence. Librarian Jenna Diedrich, Tim Doser, Gloria Junge, Rick Pariser and Betsy Hansen, President of Friends of the Library and Aaron Cullen were also present.

2. Presentation from Aaron Cullen, Honkamp

Cullen explained he had been with the library account for four years and Honkamp was not an audit firm. They do modified cash reports. After audits are done final determinations are submitted. Honkamp is using Quick Books Online and Fathom. Cullen went over current activity, twelve-month trends, which is a rolling one and comparisons of month and year to date. There were no questions from the board. Cullen asked about the time framework for the audit. Diedrich said that the timeline was to have the audit finished by November. Cullen departed the meeting.

3. Citizens comments

Doser asked about a possible date change to Tuesday night. That would not compete with city council meetings. Junge agreed and added if meetings were Tuesday, a reporter could probably attend.

4. Consent Agenda

a. Approval of minutes for Regular Meeting July 10, 2023

b. Approval of bills paid/payable: 7/08/2023 – 8/11/2023.

Rector moved to approve the minutes and bills paid and payable. Sprengelmeyer made the second. Vote: Sprengelmeyer – Aye, Beadle – Aye, Rector – Aye, Walker – Aye, Blaum – Aye, Johnson – Aye. Motion carried.

5. Financial Report – none

6. Treasure's Report

Beadle commented that everyone had a copy.

7. Friends Report

Hansen explained there are two ways the Friends raise money. One is membership and the other is book sales. The draft report for the July sale had a projected income of \$9667.45 with a few more income items and expenses to be submitted. Chairs and a leadership team for the 2024 event are already in place. She was pleased with the publicity and marketing. Dates for the 2024 event are July 17 – 20. Two more mini book sales will be held. One in October and one in December.

8. Library Director's Report

Diedrich reported on the number of programs created and circulation numbers and will send them out. 120 had signed up for summer reading. Under consideration is selecting a Poet Laureate. Larissa Distler, Adult Services Librarian, is working on the idea and getting a committee together. Rector volunteered to serve on the committee.

9. Board President's Report – none

10. Committees

a. Building & Grounds

Blaum reported they will be meeting with contractors on August 21 for a walk thru on work to be done. They also hope to determine the start date of the work. They will bid the window egress project.

b. Decennial

Walker reported she had met with Diedrich on July 18 and they had gone over the paperwork. Some items were left blank for the full committee to discuss and then add to the submission. The full committee will meet in September.

c. Finance – no report

d. Policy – no report. Diedrich will send out possible dates meeting dates for the committee.

11. Unfinished Business – none

12. New Business

a. Discussion and possible action on FY24 FOIA Policy

It was pointed out Emily Sprengelmeyer's name was spelled incorrectly. Blaum moved to accept the Policy with the spelling correction. Rector had the second. Vote: Beadle – Aye, Rector – Aye, Walker – Aye, Blaum – Aye, Sprengelmeyer – Aye, Johnson – Aye. Motion carried.

13. Motions, Resolutions, Ordinances

a. #24-01: FY 2024 Building & Appropriation Ordinance

Due to error on agenda stating Building instead of Budget, no motion was made to approve budget.

14. Closed Session – none

15. Discussion and possible action on closed session discussions – none

16. Items for next agenda

There will be a special meeting scheduled for Friday, August 25, 2023 at 1pm to consider the Appropriation Ordinance.

17. Announcements

An item will be added for consideration of moving the day and/or time for future board meetings.

18. Adjournment at 7:40pm.

19. Next meeting: Regular Meeting and Decennial Committee Meeting Monday, September 11, 2023, at 6:30pm, Galena Public Library, 601 S. Bench St., Galena, IL 61036 – Historical Room.

Respectfully submitted,  
Katherine Walker  
Secretary