

**Library Minutes**  
**September 11, 2023**

1. President Walter Johnson called the meeting to order at 6:30pm. Answering present to roll call were board members Mike Blaum, Katherine Walker, Emily Sprengelmeyer, Alison Schoenrock, Maria Rector and Francis Beadle. A quorum was present. Also attending were Librarian Jenna Diedrich, Tim Doser, Craig Albaugh, Gloria Junge, Tim Buisker, and Alex Potter. Coming in later was Sandra Schultz.
2. Citizens comments  
Junge gave a handout for each board member noting item 6 to prepare and approve the annual budget and left the meeting.
3. Consent agenda
  - a. Approval of minutes for B & A Hearing August 14, 2023
  - b. Approval of minutes for Regular Meeting August 14, 2023
  - c. Approval of minutes for Special Meeting August 25, 2023
  - d. Approval of bills paid/payable 8/12/2023 – 9/08/2023  
Diedrich asked that another bill for two ads in the Galena Gazette be added with a cost of \$525.00. Blaum made the motion to include the \$525 with an additional correction that his name be corrected to read Mike rather than Matthew his brother. Walker apologized for the name mistake. Schoenrock made the second. Vote: Schoenrock – Aye, Sprengelmeyer – Aye, Rector – Aye, Walker – Aye, Blaum – Aye, Beadle – Aye, Johnson – Aye. Motion carried.
4. Financial Report  
Diedrich mentioned the corrections due to a software glitch.
5. Treasurer’s Report  
Diedrich had added an investment report on various accounts adding a notes column and will furnish updates quarterly.
6. Friends Report  
Friends will meet later this week. Tuesday December 5, from 5 to 8 will be a Share night fundraiser at Culvers.
7. Library Director’s Report  
Diedrich reminded board members that their certificate on passing the state’s harassment training was due. Change of hours for the historical room is under consideration. Night usage is very slow. Questions from the board included when was the last change of hours; were there any staffing issues; could hours be reserved by patrons; and limits of people to the room. Diedrich stated last hour change was in 2019, which was an extension. Reserving hours is difficult, as HR staff would then need to be on call. Redistribution of current hours would better serve patrons using the room. Diedrich stated an official request for vote will be on the October agenda. Building work is slated to begin tomorrow.

8. President's Report – no report
9. Committees
  - a. Building & Grounds – Blaum reported the work on the library building will begin Sept 12. The committee will work with Baranski to create a scope of work for the children's library egress window. Once complete, it will go out for bid.  
Decennial – Walker reported she and Diedrich had gone over the requirements and filled in many of the items, but the full committee was needed to discuss partnerships, programming, services, and future issues. A discussion began which included community members Buisker, Potter and Schultz. Minutes of the committee are included in an addendum.  
Finance – no meeting
  - b. HR – no meeting
  - c. Policy – Walker hoped to have a meeting scheduled for later this month
10. Unfinished Business – none
11. New Business
  - a. Discussion and possible action on changing the Board of Trustees Meeting Date  
Discussion went over possible dates and impossible ones due to financial reports and the requirements for information to be compiled. The first Thursday was identified as a possible option with a possible start in November.
12. Motions, Resolutions, Ordinances – none
13. Closed session – none
14. Discussion and possible action on closed session discussions – none
15. Items for next agenda – meeting date and window egress
16. Announcements  
Diedrich will begin working at home one day a week during harvest season and it will be Mondays.
17. Adjournment
18. Next Meeting – Monday, October 9, 2023, at 6:30pm, Galena Public Library, 601 S. Bench St., Galena, IL 61036 – Historical Room

Respectfully submitted,  
Katherine Walker  
Secretary