

Library Board Meeting Beadle

July 8, 2024

Call to Order

Acting President Mike Blaum called the meeting to order at 6:37pm. Board members present were Emily Sprengelmeyer, Maria Rector, Katherine Walker, Frances Beadle, and Alison Vanderpool. Also attending Librarian Jenna Diedrich, Adult Services Librarian Larissa Distler, Friends President Betsy Hansen and Sandra Schultz.

Oath of Office

Secretary Walker administered the oath of office to new board member Sandra Schultz.

Election of Officers

Beadle nominated Blaum for President. Rector made the second. Vote: Sprengelmeyer– Aye, Schultz – Aye, Beadle – Aye, Rector – Aye, Walker – Aye, Vanderpool – Aye. Blaum abstained. Motion carried.

Vanderpool nominated herself for Vice President.

Schultz made the second. Vote: Schultz – Aye, Beadle – Aye, Rector – Aye, Walker –Aye, Vanderpool – Aye, Sprengelmeyer – Aye, Blaum – Aye. Motion carried.

Walker said she will have been secretary for 3 years in August and thought someone else should take over the duties. Schultz nominated herself. Walker made the second. Vote: Beadle– Aye, Rector – Aye, Walker – Aye, Vanderpool – Aye, Sprengelmeyer – Aye, Schultz –Aye, Blaum – Aye. Motion carried.

Citizens comments

Distler expressed her appreciation to Diedrich for being a good boss and how much the staff appreciates all she does and her efforts. She is tired of seeing and hearing negative comments about Diedrich and hopes the board can be more supportive for the future.

Consent Agenda

Beadle moved to approve both the minutes and bills. Rector had the second. Motion passed unanimously.

Finance Report

Beadle said everything was included in the packet.

Treasurer's Report

Beadle announced that the library received a \$640 grant from Country Fair.

Friends Report

Friends President Betsy Hansen said the annual meeting went well. Galena Poet Laureate Ted Williams was the speaker, and everyone thought he was great. The book sale is coming up. They have 474 boxes of books to put out. Volunteers and the football

players will start to put everything together next week. Hours for the sale are Wednesday the 17th from 4-7pm; Thursday and Friday 9am-6pm; and Saturday 9am-1pm. This year's sale will be held at Galena Elementary and Middle School.

Library Director's Report

Diedrich reminded everyone the board needs to move forward with reviewing closed session minutes, closed session audio recordings, and the FY24 minutes. Closed session audio recordings over 18 months may be destroyed. Written minutes must be retained. Two trustees should be assigned to each task. Blaum and Schultz will do the closed session audio recordings. Beadle and Rector will review the FY24 regular meeting minutes, and Vanderpool and Sprengelmeyer will review the closed session minutes. Programs put on by the library have been well received and attended.

Board President's Report

Blaum asked Schultz to be on the Building and Grounds Committee. She volunteered to serve as chair of the committee.

Committees

- Building and Grounds - none
- Decennial – none
- Finance – Beadle reported she and Diedrich had met on June 11 and went over the budget
- HR – none
- Policy – Walker reported they had gone over policies including a new one for AI and revisions to the Security Camera Policy and hoped both could be approved.
 - Shultz moved to approve the AI Policy. Sprengelmeyer made the second. Motion passed unanimously.
 - Vanderpool moved to approve the Security policy, Rector made the second. Blaum inquired about the retention period for security footage and whether there was a defined limit. Diedrich had discussed with the library's attorney and he had shared that there is no legal definition and that 14 days seemed reasonable. Motion passed unanimously.

Unfinished Business

None

New Business

- Discussion and possible action on revisions to Succession Plan
 - The plan was included in the packet. All updates were in red and shared on the drive. Vanderpool asked about using job titles rather than names. Titles are best since people can change. Schultz moved to approve the revisions. Vanderpool made the second. Motion passed unanimously.
- Discussion on draft FY 25 Budget

- Diedrich reviewed the budget and its supplementary materials. Schultz asked about the wish list from the Friends. Items on the wishlist are reimbursed by the Friends, which get recorded as revenue in account number 3060. Diedrich also reviewed the process for budget approval. A public hearing will be held prior to the August regular meeting. The board will vote on the budget during the regular meeting.

Closed Session

None

Items for next agenda

Budget

Announcements

None

The next meeting will be the B&A public hearing on Monday, August 12th, 2024, at 6:00pm followed by the regular meeting at 6:30pm at Galena Public Library, 601 S. Bench St., Galena, IL 61036.

Blaum adjourned the meeting at 7:25pm.

Respectfully submitted
Katherine Walker
Secretary