

**Galena Public Library Board of Trustees**  
**Regular Meeting Minutes**  
November 11, 2024

Call to order

Vice President Vanderpool called the meeting to order at 6:30. Trustees present: Maria Rector, Emily Sprenglemeyer, Alison Vanderpool, Katherine Walker, Sandra Schultz. Frances Beadle excused, Mike Blaum excused. Library Director Jenna Diedrich was also present.

Citizen Comments

None

Consent agenda

Schultz moved to approve the consent agenda. Rector seconded. Motion passed unanimously.

Financial Report

No discussion

Treasurer's Report

None

Friends Report

First planning meeting for the annual book sale was held today. They need to change the process due to library changes. The food pantry will be used to store books. On March 2, 2025 they will start taking books here at the library and they will then be taken to the food pantry.

Library Director's Report

There were no questions about the written report. The egress window will be installed tomorrow. Rachel visited kindergarten classrooms and a picture was taken with her and the children. This was shared. Some of the kids wrote a thank you note and signed it.

Diedrich shared that Lauterbach & Amen is working with the accountants to identify the audit issue. Lauterbach plans to present the audit at the December meeting.

Board president report

None

Committees

- Building & Grounds: meeting held 6 November. Schultz was unable to attend. Blaum took the minutes and has an audio recording, but has yet to submit the minutes. Next month the report will be presented.
- Decennial:none

- Finance: none
- Human Resources: met, this will be part of new business, regarding changes to employee handbook
- Policy: none

#### Unfinished Business

Reviewed chapters 7-13. No discussion. Complete.

#### New Business

Walker motioned to approve Ordinance #25-02: FY 2025 Tax Levy. Sprenglemeyer seconded. No discussion. Diedrich stated the levy is for 4.994% in order to capture all the funds; this way the library does not lose any money. The motion passed.

Sprenglemeyer motioned to approve the revisions to the Employee Handbook. Rector seconded. The motion passed

Rector motioned to approve calendar year 2025 closed dates. Schultz seconded. The motion passed.

#### Closed Session

Board did not go into closed session.

#### Items for next agenda

Closed session

#### Announcements

Katherine Walker announced that the Market House opened with 114 people. It will be open from 9-4 Saturday and Sunday, closed for an hour for lunch. Lots of President Grant memorabilia. First time in four years it's been open, it's all clean and newly done.

#### Adjournment

Vanderpool adjourned the meeting at 6:47

Respectfully submitted,  
Sandra Schultz