

Galena Public Library Board of Trustees
Regular Meeting Minutes
March 10, 2025

Call to order

Blaum called the meeting to order at 6:31. Trustees present: Alison Vanderpool, Katherine Walker, Sandra Schultz, Mike Blaum. Absent: Maria Rector, Emily Sprenglemeyer, Frances Beadle. Also present: Jenna Diedrich.

Citizen Comments

Steve Repp sent an email to Jenna and discussed with other librarians a suggestion to display some items the library owns. General Grant was encouraged to write his memoirs which were published 1885-86. Julia Dent Grant presented a special copy of these memoirs to the Felt Family who were founders of the library. April 27th is Grant's Birthday. Steve suggests having these copies displayed with something else created for a visual display.

Peter Regez reported he wrote a letter to the editor indicating he and Jason Stauter are write-in candidates for the library board.

Consent agenda

Vanderpool moved to approve the consent agenda. Walker seconded. Motion passed unanimously.

Financial Report

No questions. Diedrich reported that her attendance at ILA was miscoded and it was moved from Association Dues to Continuing Education.

Treasurer's Report

No Report

Friends Report

Karin Block reports that the focus currently is on collecting books. The food pantry is where the sorting and weeding of donations is happening. Lots of books and volunteers. July 17-19 will be the book sale at the Irish Cottage. There are plenty of volunteers who take great pride in their work.

Library Director's Report

Women's restroom needs a new toilet. Water issue was fixed and two weeks later sewage was coming up through the floor drain. The current toilet does not have a power flush causing this issue. Toilet is ordered and 5 Star Plumbing will be installing it.

Master Gardeners did not feel they were properly thanked for the work they did. There was a three year plan and this was to be the second year. There had been a discussion for a plaque to be installed, which Diedrich had left up to the master gardeners. Once the plaque had been installed, the Gazette was to be

invited for an unveiling and news story. Two of the master gardeners had a meeting with Diedrich and they were unhappy. Diedrich apologized to them and wrote an email to the head of the master gardeners apologizing for the oversight. She has not had any response. Blaum offered to try and help with resolving this.

A telephone land line must be installed in the elevator, currently AT&T provides this and it's \$150 per month. Hotspots for patron check out are through Verizon costing \$216 per month. US Cellular is now providing the land line for \$20 a month and the hot spots for \$150 per month for an approximate \$175 savings per month. An early termination fee will be paid to AT&T.

Rachel and Larissa will be attending the ILA Reaching Forward convention in Rosemont on May 1st. Grant Memoirs will be displayed. The memoirs are kept in the safety deposit at First Community Bank. To remove them from the safety deposit box two board members must be present to follow the process. Diedrich will work with the historical librarians to identify a timeline for when they would like the memoirs on display.

Committees:

- Building & Grounds - none
- Decennial - none
- Finance - none
- HR Met and reviewed the evaluation process for the director. The procedure was updated to include feedback from the staff to help the board understand her performance. The staff will have an opportunity to provide feedback on the director now. The process of how the information will be collected and how it will be shared and timing was discussed. The board will not have a copy of the self evaluation from Diedrich ahead of time. The director will have her self evaluation due at the same time the board evaluation is done. The evaluations will be disseminated to the board from this committee and these will be hard copy and filled out by the next board meeting. The feedback will be discussed at the next board meeting in closed session by the Board. The Board will finish the evaluation during this meeting. Director will also have average feedback scores and the individual feedback to see if there are any outliers. After this then Diedrich will have a month to review and then The board would have another meeting with her. Diedrich brought up the issue with meetings over two months because new trustees' terms begin every other May. She will investigate ways to make this work and present it at the next board meeting.
- Policy - none

Unfinished Business

None

New Business

- A. Board May meeting discussion and Diedrich will look into this to see if we can meet again as the current board. Staff copies will be put into their mailboxes and a collection point will be figured

out.

- B. There were four different agreements with the Gazette while Carter Newton was the owner. The last agreement was not signed. The agreement was edited by the current attorney. There was an email sent by Jenna to the B&G committee to arrange a meeting time for them to review the agreement but no replies were received. This action was added to this board meeting. Schultz made a motion to approve the contract as edited, Vanderpool seconded. This contract will be sent to Woodward communications now for signature.
- C. The board does not need to approve library programming. To present a unified front from the staff and library board the Pride picnic is brought up at this meeting. Schultz made a motion for the library board to fully support the library's program for the 5th annual pride picnic on June 14th, seconded by Vanderpool. Motion passed unanimously.

Closed Session

None

Items for next agenda

May meeting date for new trustees

Discussion and possible action on digitization being removed from under B&G committee responsibility

Announcements

None

Adjournment

Blaum adjourned the meeting at 7:14.

Respectfully submitted,
Sandra Schultz