



Quincy Public Library

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**Quincy Public Library
Board of Trustees Meeting
Tuesday, May 9, 2023
Minutes**

The regular meeting of the Quincy Public Library Foundation Board of Trustees was called to order at 6:00 p.m. on Tuesday, May 9, 2023. Trustees present: President, Dean LaVelle, Cheryl Predmore, Jonathan Hoover, Lena Jones, Angela Ketteman, Megan Duesterhaus-AuBuchon. Trustees Absent: Clairice Hetzler, Harry Ruth, Ben Uzelac. Others present: Executive Director, Kathleen Helsabeck and Jess Givens.

I. PRESIDENT'S COMMENTS

Dean announced that the nominating committee would be meeting. He thanked the Finance Committee and the boards' alderman representative, Ben Uzelac for their work on the library's 2023-2024 budget, and for working with the City Administration. He also thanked Ben Uzelac for voting to keep the City funded and functioning.

II. PUBLIC COMMENTS

Geri Grawe presented that FOL had a meeting regarding the Director's request has passed in the total of \$6,132.77 for the following:

\$230.00 for Mobile computer cart for Circulation/Homebound Delivery, and Outreach.

\$139.99 for a media cabinet for the large conference room for IT.

\$647.78 for Legos for the Children's Department.

\$120.00 for the RAILS Luncheon.

\$4,995.00 for CircTRAK Shelf Manager.

Geri also informed the Board that the Book Sale brought in over \$3,000.

III. DIRECTOR'S REPORT

Kathleen Helsabeck informed the Board that Summer Reading Kick Off will be held Saturday, June 3, 2023 from 10a-2p. She also stated that Rails Director, Monica Harris, will be visiting QPL on May 25, 2023 from 9a-10:30a in the large meeting room. Kathleen discussed updated information on building maintenance and provided to the Board the staff feedback from QPL Day. The Board was told of the new initiative with Accelerate Change in order to work on creating goals and evaluating job performance and responsibilities with use of the Keynelink software.



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Kathleen then discussed with the Board the details of the cancellation for the Libations Fundaiser. With a lack of response and commitment from several angles and potential participants, the event was unable to be finalized. We will still be holding an online auction. Kathleen reiterated with the Board on the search for a new accounting firm for handling accounting and audits. The Board has yet to make a final decision on this matter. Plans were made to discuss at next month's meeting following further information to be reviewed. The Board was informed that the Mobile Librarian position has been posted and filled. Correspondence from Matthews shares that they are working on our new Mobile Library with the completion expectation to be early 2024.

IV. UNFINISHED BUSINESS

Report for Nominating Committee member, Jonathan informs the board that Angela Kettelman will be taking the position of Treasurer after Cheryl Predmore. All other positions will remain as is.

V. NEW BUSINESS

Finance: Cheryl motioned to approve the Expenditure Approval April 28, 2023 Report in the total of \$77,979.09, Angela seconded, and the motion carried. The roll call is as follows:

Dean: yes	Megan: yes
Jonathan: yes	Angela: yes
Lena: yes	Clairice: absent
Ben: absent	Harry: absent

VI. EXECUTIVE SESSION

Megan motioned to go into Executive Session and Lena seconded and the motion carried. The roll call is as follows:

Dean: yes	Megan: yes
Jonathan: yes	Angela: yes
Lena: yes	Clairice: absent
Ben: absent	Harry: absent

Megan then moved to come out of Executive Session at 7:23pm and Lena seconded. The meeting was adjourned at 7:23pm.