

Galva Public Library Board of Trustees
September 9, 2025

The September 9, 2025 Board of Trustees meeting was called to order at 7:00 pm with the following members present; Linda VanDeVelde, Donna Carlson, Gloria Wilson, Alan Gardiner-Atkinson, Cheryl Anderson and Library Director Lauren Heck. Destiny Zurek and Barb Caravello were absent.

The Secretary's report was approved as read.

The Treasurer's report was reviewed. Donna moved that this report and bills in the amount of 17,629.95 be approved. Alan seconded; motion passed.

The Annual Report was reviewed.

Levy Ordinance No. 03-25 for the fiscal year July 2025 through June 2026 was reviewed.

The Hot Spot Lending Policy and Loan Agreement Form was reviewed. Lauren demonstrated the Hot Spot device.

The Library Assistant and Full Time Position job descriptions were reviewed.

Director's Report

Personnel

Staff Training – CPR/First Aid/AED/Narcan: The staff learned a lot. They were able to collaborate on processes and procedures involving Narcan, Patron falls/issues and general safety. Everyone will be CPR certified for 2 years before having to recertify. Narcan will now be available at the Library for distribution to anyone, no questions asked.

Programming

There is plenty to do in the Children's room this month. There is a bookmark craft on the 29th here at the Library and a Spider Plant craft on the 30th at the Senior Center.

Lauren has been in contact with Ravensburger about a potential puzzle contest. Lauren ordered 5 identical 300 piece puzzles for a tournament of up to 20 people.

Lauren reached out to the Villas (Courtyard Estates) in Galva. We are thinking the Library could go there and host a craft. This would be great outreach. Lauren is working with their Activities Director to organize one.

There are 2 University of Illinois programs being hosted by the Library at the Senior Center on October 2nd at 10am and 1pm. The first program is 'Trees and Natural Disasters' and the second program is 'Container Gardening Made Easy'.

Circulation/Collections/Financials/Grants

Mobile Hotspots – Lauren has provided a policy for review and a Hotspot form.

Lauren is actively working on the new website.

Lauren is curating a new, small collection of Vox and Wonderbooks for the children's room. These are geared towards 'reluctant readers' and for parents who want their children to read but may not have the time to read to them. These books have audio players built into them with page turning queues and the Wonderbooks have an education mode with questions. We are going to start with 5-10 books, they are pricey, and see what the demand is.

Equipment/Maintenance

The carpet was cleaned on 08/22. Lauren hired Orlando Mota, of Mirror Image, to clean all of the windows on 09/18. There is a check for him in this month's bills.

Children's Room Painting – Brant Turnbull eventually showed up and got to work on 08/26. It took 3 days to finish the painting.

Action Items

Alan moved that the Annual Report be accepted. Gloria seconded; motion passed.

Donna moved that Levy Ordinance No. 03-25 be adopted. Alan seconded; motion passed.

Alan moved to approve the Hot Spot Lending Policy and the Loan Agreement Form. Donna seconded; motion passed.

Meeting adjourned at 7:56pm.

Respectfully submitted,
Cheryl Anderson
For Barb Caravello
Secretary

