

**Galva Public Library Board of Trustees**  
**October 14, 2025**

The October 14, 2025 Board of Trustees meeting was called to order at 7:00 pm with the following members present: Cheryl Anderson, Barb Caravello, Donna Carlson, Alan Gardiner-Atkinson, Linda VanDeVelde, Gloria Wilson, Destiny Zurek and Library Director Lauren Heck.

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 \$19,368.34 be approved. Alan seconded; motion passed.

**Director's Report**

**Personnel**

Lauren spoke with the Assistant Director about retirement and she has decided to continue working at present. Lauren asked her to provide at least 90 days' notice once she is ready for retirement.

The staff have completed the annual sexual harassment training. The Board will complete theirs via the powerpoint and sign off individually.

**Programming**

The bookmark craft on 09/29 had 13 people in attendance. Spider Plant craft on the 30th at the Senior Center: We had 7 people attend. We have supplies to do this again in the spring. There are many programs scheduled for children and adults this month including another craft at the Senior Center on 10/28. The Library is participating in the Kiwanis 'Trunk or Treat' on 10/25. We will hand out discarded children's books. We will be open on Halloween for Trick or Treat as well. Lauren received 5 identical 300-piece puzzles for a tournament of up to 20 people. We are thinking next year, late winter, as a good time to have this contest.

Villas (Courtyard Estates) craft on 10/07: This was rescheduled to the Senior Center at the last minute and 14 people were in attendance. The 2 University of Illinois programs being hosted by the Library at the Senior Center were rescheduled by the U of I outreach. The new date is 10/30/25 at 10 and 1.

**Circulation/Collections/Financials/Grants**

Mobile Hotspots are ready for circulation. Cookbooks have been weeded and we will now focus on A-C Fiction. Baker & Taylor, the main book supplier for the library, has gone out of business. Lauren has been busy re-ordering books from Amazon and Micromarketing. Lauren is actively working on the new website – it should be done this month. We received a \$1300 donation from the family of Evie Hier. The money will be used to purchase books for the library. Donna received the CD information from Lauren in September.

**Equipment/Maintenance**

Orlando Mota, of Mirror Image, cleaned windows on 09/18.

**Action Items**

Alan moved to approve the updated Borrowing Privileges policy, Cheryl seconded, motion passed. Alan moved to pass the updated Circulation Fees and Fines and Personnel policies, Donna seconded, motion passed. Alan moved to pass the medical insurance renewal, Gloria seconded, motion passed.

**Other Business**

There was no other business.

Meeting adjourned at 7:48 pm.

Respectfully submitted,

Barbara Caravello

Secretary