

**Galva Public Library Board of Trustees**  
**January 13, 2026**

The January 13, 2026 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 \$18,306.26 be approved, Alan seconded; motion passed.

**Director's Report**

**Personnel**

The Assistant Director has an official retirement date set of January 27, 2027.

**Programming**

The Winter Reading Program is going well.

Puzzle Contest – 01/17/26 at the Senior Center. The winning prize is \$100 worth of gift cards to local businesses with a second-place prize of \$40 in Old Bank gift cards.

Lauren has partnered with Western IL University to provide more adult programming for the Library.

There will be an 'Improving Online Health Literacy' program on 02/16/26 at 10am at the Senior Center. The library is closed that day for a holiday so perhaps we will get better attendance.

**Circulation/Collections/Financials/Grants**

Lauren submitted the FY2026 Per Capita grant on 12/17/25. Lauren and Donna initiated the transfer of the 2025 grant money on 01/07/26 from the IL Fund to the SBT Checking account. We were charged a \$20 wire fee to do this.

Lauren completed the annual Workman's Comp audit for Midwest Insurance.

The Library received a donation from Ann Smith for \$200. Lauren would like to use the money to purchase toys, puzzles and games for the Children's Room, which is how the funds were utilized last year.

The IMRF Contribution rate was 7.86 % in 2025. It is 7.21% in 2026.

Lauren has been approached by 2 local organizations to purchase advertising space. This is a good opportunity for us to market our Library. Lauren purchased a 'Horizontal Quarter Page' ad for the Bishop Hill Visitor's Guide for \$250, as this size ad best fits our logo. There are multiple levels of Levitt Amp sponsorship to consider.

**Equipment/Maintenance**

Lauren received the AED and is working on a time with the Stark County Ambulance to set it up

Excel Fireplaces cancelled their appointment on 12/10 and sent a seemingly high estimate even though they did not physically come to the library. Lauren will continue to attempt to get other estimates.

Lauren has estimates from both local carpet companies for Board review.

**Action Items**

Donna moved to approve moving 200,00 from the Tort and Liability Fund into a CD, Cheryl seconded, motion approved. Alan moved to approve a bid from Carpet Time for new carpeting, Destiny seconded, motion approved.

**Other Business**

After reviewing Levitt Amp sponsorship options, Lauren and the Board agreed on a \$500 sponsorship.

Meeting adjourned at 7:27 pm.

Respectfully submitted,

Barbara Caravello

Secretary