

Glenwood Public Library Board of Trustees Meeting

December 7, 2022

The GPL Board of Trustees meeting was called to order by Chairman Wray at 5:36 pm. Present and attending in person or via Zoom were Painter, Wray, Duran, Thrane, and Hines.

There were no guests.

Consent Agenda: Motion to approve the consent agenda was made by Duran, 2nd by Thrane. Motion carried.

Correspondence: No correspondence

Director's Report: As written. Painter is working on the strategic plan. She doesn't have it to present tonight, but she left it on the agenda. She will be getting it to the board for review next week so there will be plenty of time to discuss it. Painter also put out an ad for the vacant part-time position.

Committees and Reports:

Friends Report: Friends met. They're struggling with membership and strategizing on ways to attract more people. They are still planning on doing the spring salad luncheon fundraiser.

Foundation Report: The Foundation did not meet.

Building Committee: Thrane and George helped Painter write out bid description for snow removal and lawn maintenance. Wray asked if the handicap door upstairs was repaired, and Painter replied in the affirmative.

Old Business:

- 1. Basement Flooding Update:** Painter reported that the ramp stayed dry after the rain, and she thinks the library is ready for the remodel to move forward.
- 2. Lawn Care/Snow Removal:** Painter has had one bid on lawn care. Motion to accept the bid of \$50 from Mr. Buthe was made by Duran, 2nd by Thrane. Motion carried. Motion to accept a bid not to exceed \$75 for snow removal, with any bid over \$75 referred to the Building Committee was made by Hines, 2nd by Duran. Motion carried.

New Business:

- 1. 2023 Board Meeting Schedule:** Motion to approve the 2023 board meeting schedule was made by Duran, 2nd by Thrane. Motion carried.
- 2. 2023 Holiday Closures:** Painter is requesting a staff day in January, even though they just had one, and a floating holiday effective January 1, rather than in February. Motion to approve the holiday closures was made by Wray, 2nd by Duran. Motion carried.

- 3. Children's Department Redesign:** After some discussion, motion to accept Plan A redesign at \$82,250.00, provided the library foundation comes through with funding to augment the money from the flood insurance was made by Wray, 2nd by Hines. Motion carried.
- 4. 2023-2024 Budget Proposal:** Budget Committee recommends sticking to the original goal salaries for the salary budget requests. Painter is requesting \$500 more in periodicals, because the new vendor is almost \$500 more. Painter also wants to add language learning software (MANGO). Hoopla is very popular and if needed she plans to use money for Hoopla from the normal book budget. The final item for the board to think about is increasing Building and Grounds line item to change lights over to LED lights. Discussion on lighting and lawn and snow removal, along with painting followed. Proposal includes increasing the salaries to ideal salaries, adding \$8,000 and an additional \$1,000 to building and maintenance, and \$500 to periodicals. Motion to accept the Budget Proposal plus the increases discussed was made by Duran, 2nd by Thrane. Wray called for roll call vote. Ayes: 4, Nays: 0
- 5. Capital Improvement Plan:** Painter is removing caulking the windows from the list and asking the board if she should add the LED lights and move that item to the top, with the painting second. Diamond Vogel and painting with volunteers was discussed. No vote was needed as the board had no objections to Painter's changes.
- 6. Lighting:** Already discussed.
- 7. Strategic Plan:** Painter still working on it. She intends to get it to the board next week for review as the board will need to vote on it in January to conform with accreditation standards.
- 8. Board of Supervisors Mills County Libraries Meeting:** Painter has scheduled a meeting between the Mills County libraries and the Board of Supervisors on Tuesday, January 24, 2023, at 10 am. Board members are welcome to attend.
- 9. Iowa Library Trustees Handbook – Chapter 12:** Board reviewed and discussed the chapter on problem solving and social media.

Questions and Comments: Duran wanted to share that Glenwood has a Beautification Committee. Her house was on this year's holiday tour. She suggested the library might want to participate next year. She will tell the committee to contact Tara next year and see if it's feasible.

There being no further business to come before the board, a motion to adjourn was made by Duran, 2nd by Thrane. Motion carried. Meeting adjourned at 6:40 pm.

Debra Hines, Secretary

Bob Wray, President