

Glenwood Public Library Board of Trustees Meeting

July 1, 2020

The GPL Board of Trustees meeting was called to order by Chair Wray at 5:30 pm. Present were Wray, Thrane, George, Painter, and Hines attended via speaker phone. There were no guests.

Motion to approve consent agenda was made by Thrane, 2nd by George. Ayes: Wray, Thrane, George, Hines. Nays 0.

Correspondence:

A letter and the gift of a 1934 Glenwood Methodist Church cookbook from Thomas Flickinger.

A letter and a \$300.00 donation to purchase books in memory of Rogene Johnson from Edwin Johnson.

Director's Report: As written. Painter stated that she wants to continue using SLACK at least one morning a week after pandemic restrictions are lifted.

Painter outlined her guidelines for reopening the library, tentatively scheduled for Thursday, July 9, 2020. The library will be open two days a week, on Tuesday and Thursday, from 10 am–4 pm. Patrons will be required to wear masks, and there will be no public toilets. A total of 13 people will be permitted in the building at one time to maintain a safe distance. Patrons will be required to make appointments for specific areas of the library, i.e. adult services, computers, etc. There will be a 30-minute time limit. One family at a time will be admitted to the children's department. Diplomatically worded signs will be posted that masks are required and those not willing to wear a mask may take advantage of curbside service. Painter will be at the concierge's desk the first couple of days handing out masks and explaining the rules.

eBooks offered through Overdrive have doubled and the summer reading program has 33 participants.

There is \$37,800 left in the budget, due to unspent salary.

Committees and Reports: Director's Evaluation: Board gave Painter her annual evaluation and discussion of such was made.

Old Business: Fiscal year 2019-2020: Everything that was going to get spent got spent. Moving on to the next fiscal year, which is probably going to be tight. Looking at a possible 10% cut. Painter is tracking Covid-19 expenses separately.

Painter wants to move forward on using grant funds earmarked for programming room to buy furniture for social distancing within the library. She wants to sell old furniture at already approved prices of \$5 for chairs and \$10 for tables. There was some discussion regarding selling the leftover landscaping bricks.

New Business:

Election of Officers: George nominated Wray for president, 2nd by Thrane. Ayes: Wray, Thrane, George, Hines. Nays: 0. Thrane nominated Hines for secretary, 2nd by George. Ayes: Wray, Thrane, George, Hines. Nays: 0.

Wray will call Don Duysen about the decorative tree that fell over.

Motion to approve the purchase of one sign to put out in front of the library not to exceed \$325 made by George, 2nd by Thrane. Ayes: Wray, Thrane, George, Hines. Nays: 0.

Painter received one bid of \$118 per month for a new phone system. She's waiting to get another bid from Iowa West. She will bring more bids to next month's meeting.

Painter amended circulation policy to extend checkout from 2 weeks to 3 weeks for books and audio books. Motion to accept circulation policy as written made by Hines, 2nd Thrane. Ayes: Wray, Thrane, George, Hines

Painter is checking into using Shazam so patrons wouldn't have to pay for services and fines in cash. Staff is also uncomfortable with handling cash, particularly during the pandemic She will bring more information back to next month's meeting.

Painter is asking permission to apply for a state library grant regarding Covid-19. A state library expert would come in and assess rearranging/replacing furniture to be more effective during pandemic.

ILT Handbook Chapter 17 was reviewed with no changes.

Hines brought up thanking Kloeckner for her service on the board. Donating a book to the library in her honor was discussed. Painter will email the board with a suggestion. Shared cost \$15.68. Everyone seemed amenable. Hines volunteered to write Kloeckner a note of appreciation.

There being no further business to come before the board, a motion to adjourn was made by Hines, 2nd by Thrane. Meeting adjourned at 6:33pm.

Debra Hines, Secretary

Bob Wray, President