

## Glenwood Public Library Board of Trustees Meeting

June 2, 2021

The GPL Board of Trustees meeting was called to order by Secretary Hines at 5:33 pm. Present were Hines, George, Duran, and Painter. Hines, George, and Duran attended via Zoom.

There were no guests.

### **Consent Agenda:**

Motion to approve the consent agenda was made by George, 2<sup>nd</sup> by Duran. Ayes: Hines, George, and Duran. Nays 0.

**Correspondence:** Painter received a resignation text from P/T librarian Mary Pittman. Painter placed an open ad until the position is filled and remarked that applicant numbers are down. She also received nice letters from the Friends and Kiwanis.

**Director's Report:** As written. Painter highlighted the Summer Reading Program. Presently there are 110 signed up. 1000 flyers were sent out to NE Elementary, and 70 kids are enrolled in a special reading program to help students who have fallen behind because of Covid. Staff has been a visible presence at the Farmer's Market where they signed up people of all ages for the Summer Reading Program. The library's flags were stolen along with the theft of flags from around the square. Painter hopes to spend the extra monies (salary line exempted) allocated for electrical work and the microfilm by the end of the fiscal year. She reported that the little Free Library needs some TLC and she's hoping to reestablish Storytime at the Glenwood pool and Free Lunch program. Painter added she's been so busy she hasn't had time to write up the Nicotine/Tobacco policy.

### **Committees and Reports:**

**Friends Report:** The Friends met and voted to donate \$3,000.00 to the library which will be used for the summer reading program and book purchases. The Friends held no fundraising events over the past year due to Covid.

**Foundation Report:** George reported that the Foundation met and the primary discussion was the upcoming Fall Fundraiser which will be held at the Brewery at full capacity with no mask requirement.

### **Old Business:**

**Library Hours:** Painter reported a slight change to the hours, but she previously consulted Wray and he approved (refer to document in Board Packet)

**Library re-opening:** The re-opening is going well. Most people don't dispute wearing masks. When Abbott sees the Children's Department getting too crowded, she calls upstairs and they hold patrons there until space opens up. A brief discussion followed regarding requiring masks. Painter stated that she had talked to Winqvist and that the library can legally require patrons to wear masks. City Hall could also require that masks be worn if they wanted to. Painter cited that there are library staff who have compromised immune issues as the reason for continuing to require masks.

**New Business:**

- 1. Cleaning services bids:** Motion to approve the bid from Quality Care Cleaning was made by George, 2<sup>nd</sup> by Duran. Ayes: Hines, George, and Duran. Nays 0.
- 2. Library salaries FY2022:** Painter reported the City gave the library half of what was requested for salaries. Painter explained subsequent raises including eliminating the Substitute Librarian position which didn't work. After a brief discussion a motion to approve the salaries for FY2022 was made by Hines, 2<sup>nd</sup> by George. Ayes: Hines, George, and Duran. Nays 0.
- 3. American Rescue Plan Act grant via State Library of Iowa:** Painter requested to use the \$5,000 grant for the purchase of security cameras. Motion to approve the MHS bid not to exceed \$6,062.95 was made by George, 2<sup>nd</sup> by Duran. Ayes: Hines, George, and Duran. Nays 0. Painter agreed to include the Building Committee in on installation.
- 4. American Rescue Plan Act grant via Institute of Museum and Library Services:** Painter explained that the submission deadline plus the requirement for matching funds precludes her from applying for this grant.
- 5. Director Evaluation process:** Hines volunteered to be on the Evaluation Committee and agreed to call Wray and ask him to serve with her as well. The deadline of June 16 was established for evaluations to be turned in to Hines. Painter will email the evaluation form to the board and Hines will keep Painter apprised of Wray's acceptance and applicable dates.
- 6. Iowa Library Trustees Handbook—Chapter 3:** Board members and Painter agreed to table the review until the next meeting and all members are present.

There being no further business to come before the board, a motion to adjourn was made by George, 2<sup>nd</sup> by Duran. Motion carried. Meeting adjourned at 6:29 PM.

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Debra Hines, Secretary

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Bob Wray, President