

## Glenwood Public Library Board of Trustees Meeting

October 4, 2023

The GPL Board of Trustees meeting was called to order by Vice-President Duran at 5:32 p.m. Present and attending in person were Painter, George, Hines, and Wilson. Duran attended via Zoom.

**Introduction of Guests:** There were no guests present.

**Consent Agenda:** Painter pointed out that with Hoopla, video materials, books, and audio books are still coming out of those respective line items in the budget, but audio books are just about gone and will be the next time she spends out of it. Painter has some ideas about where to go. George asked if the library's internet bill is always that high. Painter responded yes, it's \$285 per month. Motion to accept and approve the consent agenda as presented, was made by George, 2<sup>nd</sup> by Wilson. All ayes. Motion carried.

**Correspondence:** There was no correspondence.

**Director's Report:** As written. The city is moving payroll to LAG pay. Painter included the resolution.

Tabitha Parker resigned from her part-time position.

The two parlors, Adult Services, and the bathrooms in the library will be painted on Monday, October 9. The other areas can be painted while there are patrons in the building. The entryway will be left alone for now.

The Stuffy Sleepover was very popular. Staff will try to do a themed Storytime once a month.

George brought up a GPL Facebook post referring to Glenwood, Indiana. Painter said she'd look at it. He also enquired about plans for the ramp. Painter has talked to Amber. The city paid their half of the library's bookcases, and instead of using ARCA money, the insurance check when received should cover the cost of redoing the ramp.

### **Committees and Reports:**

**Friends Report:** Friends met and committed to holding their annual Spring Salad Luncheon and donated \$500 to the Children's Department for books.

**Foundation Report:** Foundation met and will be holding their annual Beer and Cheese fundraiser at Keg Creek, November 12, 5-7 PM. Cost is \$25 per ticket and tickets are available now. They agreed that this year's fundraiser proceeds will go to pay the architectural fees for the library's expansion. Painter said the Foundation gave her a check for the rest of the bookcases.

### **Old Business:**

1. **Basement Flooding/Revitalization Update:** Still waiting for replacement shelves and panels. Painter is holding the check until this is completed. George said the Foundation would like to host a Grand Opening for the Children's Department and would pay for it. Painter said they're holding off until the department is complete.

#### **New Business:**

1. **Internet and Computer Use Policy Review:** Tabled until next time.
2. **Disaster Plan:** Painter informed the board that hopefully it will be coming up at the next meeting. The problem is the plan differs from the other library policies.
3. **Martin Fund:** Library still has money donated in 1911 from Mrs. Elizabeth Martin in CD. Painter recommended the money be moved where it can earn a better interest rate. George suggested IPAIT. Iowa Public Agency Investment Trust is where a lot of cities invest their funds. Their current rate is 5.11%, or Malvern Bank is offering 5%. Painter will research options and add the Martin Fund to Old Business next meeting.
4. **Library Furnishing Fund:** Painter shared a balance sheet from city council that shows there is \$6,956 in the Library Furnishing Fund. Her budget sheets have listed the fund, but the balance has always been zero (because nothing's ever been budgeted out of it) Amber's been on vacation so Painter has no further information, but she wanted to bring this to the board's attention. She will talk to Amber about what the city's expectations are about this money. George also pointed out an investment account designated for the library with a \$6,350 balance.
5. **Budget Committee:** Painter needs two people to volunteer to serve on the Budget Committee. George and Hines offered to serve and will meet with Painter on Wednesday, October 25, at 5:30pm.
6. **Iowa Library Trustees Handbook – Chapter 4: Hiring a Library Director.** Painter pointed out to the board that we will be looking at her job description next time because there will be some changes. Painter forgot to mention on her report that the library's WhoFi (keeps WiFi stats and does programming) has added a meeting room checkout system, so the library will have to have a meeting room policy. Tabled to next time.

**Questions and Comments:** The Capital Improvement plan will be discussed at next month's meeting.

There being no further business to come before the board, a motion to adjourn was made by George, 2<sup>nd</sup> by Wilson. All ayes. Motion carried. Meeting adjourned at 5:31 pm.

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Debra Hines, Secretary

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Bob Wray, President