

Glenwood Public Library Board of Trustees Meeting

August 4, 2021

The GPL Board of Trustees meeting was called to order by Chair Wray at 5:32 pm. Present were Wray, Thrane, George, Hines, Duran, and Painter. Wray, George, Duran, and Hines attended via Zoom.

There were no guests.

Consent Agenda:

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

Correspondence: There was no correspondence.

Director's Report: (Read It!) As written. 320 kids signed up for Summer Reading. Finale held inside the end of July, but kids have until school starts to turn in their sheets.

George remarked that the salaries number on expenditures looked high and asked Painter if the library was going to stay within the budget through the year. Painter said it shouldn't be a problem especially because there is still an unfilled p/t position.

Committees and Reports:

Friends Report: The Friends met. October 2 fall fundraiser will be a luncheon instead of the tea and they will raffle off a painting.

Foundation Report: The Foundation didn't meet and there was no report.

Old Business:

Library Re-opening/Hours: The library is back to being open to full hours. Painter stated the staff is happy with the hours. Wray asked how the new hours were going to work if we're still limiting bathroom use? Painter replied it hasn't been a problem. Staff is still able to disinfect the bathroom after a patron uses it. The library is still mandating masks and Painter reported that she checked with police chief Johansen who okayed it. So far, a total of two patrons have refused to wear masks. One person opted to use the curbside service instead. George motioned to approve the updated library reopening policy. 2nd by Thrane. Ayes: Wray, Thrane, George, Hines, and Duran. Nays 0.

New Business:

1. **Staff Day—October 11:** October 11, Columbus Day, was approved by the board.

- 2. Tobacco/Nicotine-Free Policy:** The updated policy includes no vaping or using other devices. Motion to approve the updated Tobacco/Nicotine-Free policy was made by Hines, 2nd by George. Ayes: Wray, Thrane, George, Hines, and Duran. Nays 0.
- 3. Privacy and Confidentiality Policy review:** There were no suggested changes to this policy. Motion to change the effective date of the policy was made by George, 2nd by Wray. Ayes: Wray, Thrane, George, Hines, and Duran. Nays 0.
- 4. Strategic Plan Review:** Painter reported that the library met most of its objectives. Got rid of fines, made social media and technical writing improvements. The History Book Club is in its first month back. Unfortunately, The Teen Book Club died with Covid, and the library still hasn't gotten to the elimination of Dewey.
- 5. Copy/Fax machine lease/maintenance bids:** Painter said JQ's service has diminished. Capital Business Systems will bid on phones as well. George mentioned that city of Malvern uses Capital. Discussion on pricing followed. Motion to go with Capital Business Systems 60-month printer lease made by George, 2nd by Duran. Ayes: Wray, Thrane, George, Hines, and Duran. Nays 0. Painter will write JQ a letter giving them 30 days' notice that GPL will no longer use their service.
- 6. Iowa Library Trustees Handbook—Chapter 4:** Chapter 4 covers hiring a new library director and the director's responsibilities. Wray proposed the board review the chapter and get some ideas for the next meeting. Painter informed the board of an upcoming online class: It's Great to Collaborate, August 24, at 6pm. She offered to make the library available for anyone interested.

Questions and Comments: Wray informed the board that Vice-President Duran would be stepping forward for him as Chair.

There being no further business to come before the board, a motion to adjourn was made by George, 2nd by Thrane. Motion carried. Meeting adjourned at 6:08 pm.

Debra Hines, Secretary

Bob Wray, President