

Glenwood Public Library Board of Trustees Meeting

October 13, 2021

The GPL Board of Trustees meeting was called to order by Duran at 5:30 pm. Present were Thrane, George, Hines, Duran, and Painter. Duran attended via Zoom. Wray was absent.

Introduction of Guests: Heidi Kloeckner and Lynda Radford

Consent Agenda:

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

Correspondence: Resignation letter from Linda Greenwood. Painter has posted to fill the position. Closing date is October 22, 2021.

Director's Report: As written. Painter attended the ILA Conference in Des Moines.

GPL has a new program with Omaha's Henry Doorly Zoo. Every quarter GPL will receive 20 family zoo passes. With the pass and a library card, a family of up to 2 adults and 6 children can go to the zoo free.

The State Library confirmed that GPL remains a Size E library. Painter stated now that both Shenandoah and Harlan are Size D libraries, the Osceola library—also a Size E—is a comparable source.

The GPL in-house workshops held on Staff Day were awesome!

Committees and Reports:

Friends Report: The Friends will hold a fundraiser in the spring.

Foundation Report: George reported the foundation will meet on October 20. The Fall Fundraiser has been cancelled.

Building Committee: George reported the committee met to discuss getting bids on landscaping the area in front of the library. Depending on the outcome of the upcoming elections and possible library expansion, the committee decided to put landscaping on hold for the present.

Old Business:

Library Re-opening: Guest Heidi Kloeckner stated her concerns about the library's front entrance being locked and the library's current mask mandate. She suggested posting a "Masks Encouraged" sign. After some discussion, the board recommended, and Painter agreed, to opening the front entrance for a two-week trial period and reevaluate after that time. The board supports

Painter in keeping the library's mask mandate in place as there are staff who are immunocompromised.

New Business:

- 1. Operations Manual updates:** Painter recommended using the City of Glenwood's Policy and Procedures Manual to reference in updating the GPL's Operations Manual, specifically relating to Funeral Leave and the Homecoming Parade. She will write up policies for the board to vote on next month. She recommended amending the Library Assistant and Children's Services Librarian's job descriptions. A motion to approve the amended job descriptions, as presented, in the GPL Operations Manual was made by George, 2nd by Thrane. Ayes: Thrane, George, Hines, and Duran. Nays 0.
- 2. Iowa Library Trustees Handbook—Chapter 4:** A brief discussion followed regarding hiring Painter as Library Director by those persons serving on the board at that time.

Questions and Comments: Painter expressed her desire to attend the Portland Library Conference (PLA) in 2022 and will put it on next month's agenda under New Business.

Updates on GPL's Operations Manual will be on next month's agenda under Old Business.

Painter will email the online board training link to "It's Great to Collaborate," to the board.

There being no further business to come before the board, a motion to adjourn was made by George, 2nd by Thrane. Motion carried. Time of adjournment was not noted by the secretary, but was around 6:30 pm.

Debra Hines, Secretary

Bob Wray, President