

Glenwood Public Library Board of Trustees Meeting

November 3, 2021

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

Introduction of Guests: There were no guests

Consent Agenda:

Motion to amend the agenda and add GPL Operations Manual to New Business was made by George, 2nd by Hines. Ayes: Wray, Thrane, George, and Hines. Nays 0.

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

Correspondence: Wray addressed the resignation letter from Linda Greenwood.

Director's Report: As written. GMU called regarding increased water usage. Painter had Stouder check all four toilets and fixed the one with a broken handle.

GPL had its first worker injury during Painter's tenure. Fire Chief Gray happened to be visiting and assisted with treating a minor scrape on the worker's arm.

Painter filed the Annual Survey to the State Library of Iowa. Painter remarked that attendance at GPL programs didn't drop significantly from the previous year, and stressed the success of taking the library out into the community and the importance of continuing to do so in the future.

Committees and Reports:

Friends Report: Painter reported The Friends did not meet but they are raffling a painting that is on display at the Adult Services Circulation Desk.

Foundation Report: George reported no business was conducted at the last meeting because not enough board members were present. Although the Fall Fundraiser this year was cancelled, the foundation will conduct an annual letter campaign as a year-end fundraiser.

Old Business:

Library Re-opening: Painter reported that the first day the front door was open five people entered not wearing masks and got agitated when they were asked to wear them, but there hasn't been a problem since.

New Business:

1. **New Adult Services Librarian:** John Butler was hired at \$13.90 an hour
2. **Part-time library assistant wage:** So far, no one has applied. Painter will keep the position open until it is filled. Discussion followed on determining starting wage. Motion to approve part-time library assistant starting wage at \$10.80 an hour was made by George, 2nd by Hines. Ayes: Wray, Thrane, George, and Hines. Nays 0.
3. **2022 Meeting Dates:** Motion to approve Library Board meeting dates for 2022, scheduled on the first Wednesday of the month was made by George, 2nd by Thrane. Ayes: Wray, Thrane, George, and Hines. Nays 0.
4. **2022 Holidays:** Motion to approve library closure on all holiday dates listed for 2022, and per Painter's request, moving Staff Day to MLK Day, January 17, 2022 was made by Hines, 2nd by Thrane. Ayes: Wray, Thrane, George, and Hines. Nays 0.
5. **Public Library Association Conference March 2022:** Painter requested permission to exceed budget line item 6230 and attend the PLA Conference in Portland, Oregon. A motion to approve the amount over budget was made by George, 2nd by Thrane. Ayes: Wray, Thrane, George, and Hines. Nays 0.
6. **ARPA Grant Update:** Exterior security cameras to go live on Thursday. Four cameras mounted on each corner of the building. The system has availability to hook up more cameras.
7. **Interior Door Locks:** Painter would like to get an estimate for rekeying the library's existing door locks. Public Works hasn't been able to fit the library into their busy schedule, and now there is a new Director. Motion was made by George that in the event Public Works is unable to do the work, Painter can contact another company to get an estimate on replacing or rekeying the locks. 2nd by Thrane. Ayes: Wray, Thrane, George, and Hines. Nays 0.
8. **GPL Operations Manual:** Painter went over the changes she is suggesting to the Operations Manual although the board can't vote at this time.
9. **Iowa Library Trustees Handbook—Chapter 5:** Deferred until next month's meeting.

Questions and Comments: Today, Painter emailed the online board training link to "It's Great to Collaborate."

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 6:20 pm.

Debra Hines, Secretary

Bob Wray, President