

## Glenwood Public Library Board of Trustees Meeting

January 5, 2022

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

There were no guests.

### **Consent Agenda:**

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

**Correspondence:** Linda Radford's resignation letter. Christmas cards by patrons.

**Director's Report:** As written. Library lost power. Chairman Wray suggested eventually putting in a generator.

### **Committees and Reports:**

**Friends Report:** Didn't meet last month

**Foundation Report:** Didn't meet last month

### **Old Business:**

- 1. Library Re-opening:** Painter included City's document on Covid in packet. One library employee has tested positive. No one else tested positive. Board agreed to keep mask policy in place and continue current protocols.
- 2. Update to Operations Manual:** Two sections in the manual referenced the city instead of the library. Motion to accept changes Painter recommended to Operations Manual made by Hines, 2<sup>nd</sup> by Duran. Ayes: Wray, Thrane, Duran, and Hines. Nays 0.

### **New Business:**

- 1. Administrative Assistant position:** The board unanimously approved the starting salary at \$12.50 an hour.
- 2. Cooperation with Other Libraries Policy review:** No substantial changes to policy. Motion to approve revisions to cooperation with other libraries policy review made by Thrane, 2<sup>nd</sup> by Hines. Ayes: Wray, Thrane, Duran, and Hines. Nays 0.
- 3. Exhibits Policy review:** Motion to keep the current exhibits policy in place made by Duran, 2<sup>nd</sup> by Thrane. Ayes: Wray, Thrane, Duran, and Hines. Nays 0.

- 4. Programming Policy review:** One change. The library behavior policy would apply to any library programs outside the library in the community. Motion to add the behavior policy to programming policy made by Wray, 2<sup>nd</sup> by Hines. Ayes: Wray, Thrane, Duran, and Hines. Nays 0.
- 5. Accreditation renewal:** Application due February 28. Chairman Wray will have to sign approval.
- 6. Enrich Iowa - Hoopla:** Informational. No vote needed. Enrich Iowa money. Discretionary spending. Hoopla has good movies. First year put down a \$2000 deposit. The library gets billed for each distinct use. A library our size should have money left from the \$2000 deposit. GPL's Enrich Iowa money is \$2600 and covers Hoopla. See how it goes the first year.
- 7. Mills County Community Foundation Grant:** Deadline coming up. For her project, Painter wants to present Story Walk to the foundation. Would like approval to get quotes on stations from folks so she knows how much money to ask for from the foundation.
- 8. Budget:** Ten percent over last year. Not sure City will approve—may have to go back over it again. Painter said due to inflation these figures are the library's real costs. Painter recommended taking a pause on capital improvements to the budget committee and not cut salaries. Motion to submit this budget to the city for approval made by Duran, 2<sup>nd</sup> by Thrane. Ayes: Wray, Thrane, Duran, and Hines. Nays 0.
- 9. Iowa Library Trustees Handbook – Chapter 7:** Chapter 7 is planning for the library's future. Painter said the library's strategic plan will be initiated at the staff meeting, January 17. Wray suggested putting Chapter 7 on next month's agenda.

**Questions and Comments:** None

There being no further business to come before the board, a motion to adjourn was made by Hines, 2<sup>nd</sup> by Duran. Motion carried. Meeting adjourned at 6:03 pm.

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Debra Hines, Secretary

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Bob Wray, President