

## Glenwood Public Library Board of Trustees Meeting

November 1, 2023

The GPL Board of Trustees meeting was called to order by President Wray at 5:31 p.m. Present and attending in person were Painter, Duran, George, and Wilson. Wray attended via Zoom.

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

**Consent Agenda:** \$451.00 check issued to Jeremy Waymire to cover his mileage to Dubuque and back. Motion to accept and approve the consent agenda as presented, was made by Duran, 2<sup>nd</sup> by George. All ayes. Motion carried.

**Correspondence:** Thank you notes were received from the YMCA, and a library patron.

**Director's Report:** As written. The library was painted. At the Library Conference, Painter attended sessions on Funding and Library Expansion. Children's Department is waiting for an end panel for the bookcases. One Hundred kids attended the library's Halloween party. Attendance was way up. Wilson suggested it might be due to the library's larger social media presence.

### **Committees and Reports:**

**Friends Report:** No Report

**Foundation Report:** Foundation will be holding their annual Beer and Cheese fundraiser at Keg Creek, November 12, 5-7 PM. Cost is \$25 per ticket and open to all. George reported postcards were sent to those attendees from the past two years. Painter will make posters advertising the event.

### **Old Business:**

**Basement Flooding/Revitalization Update:** Painter pointed out a surplus of \$40,000 from the city under Building and Ground Maintenance, giving the money needed for the ramp. Should she move forward with the bid from Pinnacle as they were the only company to bid? George suggested that with winter approaching other companies might be more willing to submit bids. He will check back with the companies he'd previously contacted before the library moves forward with Pinnacle.

### **New Business:**

- 1. Audiobooks/Hoopla:** Demand for audiobooks is up. Painter asked the board's permission to spend over what is budgeted and she'll make it up elsewhere. She plans to ask \$4000. For FY2024. Motion was made by George to approve Painter to go over the budget on Item 6514, Audiobooks. 2<sup>nd</sup> by Wilson. All ayes. Motion carried.
- 2. Annual Survey:** Painter compared last year with this year. First increase since Covid. Kids went down due to the Children's Department being closed. Registered users down but not as slow. During Covid, the library adapted their

library card registration policy to renew patron's cards for one year over the phone, and after three years patrons would be required to come into the library to renew their cards. Painter stated since this temporary policy is not written into the library's policy, the current policy needs to be amended next month.

3. **Iowa Trustees Handbook Chapter Five – Approving and Monitoring the Budget:** Painter reported the library is tiny, but it hits all the required markers. Doing the budget earlier than usual due to the unknown impact on the city's tax revenue. Besides the Martin CD, the library has a CD for \$1350. Painter will research more about it. There's over \$6,000 in the Library Furnishing Fund and she recommends letting it sit there. The library gets \$5000 from state funds and Painter wants to use this money for more book stands.
4. **FY2024-2025 Budget:** Painter is asking for increases in Audiobooks, Utilities, and Salaries. Motion to approve the FY Budget for 2024-2025 was made by George, 2<sup>nd</sup> by Duran. All ayes. Motion carried.
5. **Operational Manual Update:** Motion to approve the Operational Manual updates was made by Wilson, 2<sup>nd</sup> by George. All ayes. Motion carried.
6. **2024 Library Board Meetings.** Motion to accept the 2024 library board meeting dates was made by George, 2<sup>nd</sup> by Wilson. All ayes. Motion carried.

**Questions and Comments:** George mentioned his impending move and resignation from the board. Another board member will need to serve as representative on the Foundation board.

There being no further business to come before the board, a motion to adjourn was made by George, 2<sup>nd</sup> by Duran. All ayes. Motion carried. Meeting adjourned at 6:36 pm.

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Debra Hines, Secretary

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Bob Wray, President