

Glenwood Public Library Board of Trustees Meeting

May 1, 2024

The GPL Board of Trustees meeting was called to order by President Wilson at 5:31 p.m. Present and attending in person were Painter, Wilson, Rodenburg, Stickrod, Taenzler, and Hines.

Introduction of Guests: Angie Winqvist, Mayor of Glenwood, Jen Wilson, Ragbrai, Misty Gray, State Library Rep, Bob Wray, former President of board of trustees.

Consent Agenda: Motion to accept and approve the consent agenda as presented was made by Stickrod, 2nd by Hines. All ayes. Motion carried.

Correspondence: There was no correspondence.

Director's Report: As written. New board member, Rachel Rodenburg, received board training.

Paul Davis Restoration came in to survey the vestibule. Pinnacle came in to re-survey the vestibule and update their bid.

Once rain stops Pinnacle will start to tear out and reconstruct the ramp. To be done by end of this fiscal year. John (Adult Services) has picked up the boxes and the area looks better. Painter signed the Enrich Iowa agreement. The library now has a credit card machine.

Committees and Reports:

Friends Report: Did not meet.

Foundation Report: Did not meet.

Old Business:

1. **Vestibule:** Waiting on the second bid
2. **Ramp:** Waiting on the rain to stop

New Business:

1. **Swear in Rachel Rodenburg:** Mayor Winqvist swore in Rodenburg.
2. **RAGBRAI:** Since the library is a nonprofit, we can hold a fundraiser in front of the building during Ragbrai. Jen Wilson listed items that participants have suggested, i.e. prepackaged food, postcards, photo booths, bracelets, paperback books, small portions-grab and go, allergy-safe foods, Vegan food, local food, veggies and ranch, peanut butter sandwiches, other food items, and iced coffees.
3. **Board Training-State Library of Iowa:** Iowa Sunshine Laws, Chapters 21 and 22.
4. **Fiscal Year Budget 2025:** Painter reported budget was passed and everyone received a \$.50 raise.
5. **Exempt vs Non-Exempt Employees:** As Director, Painter is the exempt employee for the library. She is allowed to work overtime. No overtime allowed for any other staff. As of January 1st, exempt employee's minimum salary will be \$58,600. Painter pointed out

she will be making \$54,000 as of that date. Board will need to raise Painter's salary or decide she is non-exempt. Painter put a page of explanation in the Board Packet.

- 6. ARPA Funds:** City Council requested that the library look at what needs to be updated. Painter suggested new drapes, re-keying the library, door handles. The need for inside cameras was discussed. Painter will get an estimate on inside cameras.

Questions and Comments: Along with discussion of the cleaning bill, Wilson asked Painter questions regarding staff exit interviews and grievance procedures. Painter replied that they all refused to do exit interviews. Painter explained the grievance procedure and stated she takes notes when the employee comes to her. Wilson mentioned that the board was unaware of any staff grievances until they resigned. Painter replied that none had gotten to the written process and maintained she thought they were happy. Painter stated she'd reached out to the city attorney about what she can share with board about personnel, and he never got back to her. As far as she understands, she can't discuss personnel issues with the board without violating their right to privacy, former employees in particular.

When asked about what other than city council meetings and safety meetings necessitated her being away from the building, Painter replied she's on about half as many committees as she was previously on.

When asked about comp time, Painter replied she uses it to attend city council meetings, and to cover opening and closing because of staff shortage. Right now, she's earning about 6 comp hours and using about 3. That should adjust because she's filled the F/T position. When asked about hiring she responded that she is hiring. The ad is in the paper for 4 weeks and ends May 12. Interviews will follow.

Since most of the board consists of new members, Wilson asked how new members can obtain past director evaluations. Painter said they're in the vault upstairs. She can scan them and send them to board members. When asked about the delay in getting the board packet for tonight's meeting, Painter responded she was away from her desk training new staff and covering for another staff with a sick child, plus time in the basement on Friday because of the tornados. She came in on Saturday to work on the bills. In the future old board packets will be kept on Google, the website will be updated, and the agenda will be posted on the website as requested.

There being no further business to come before the board, a motion to adjourn was made by Rodenburg, 2nd by Taenzler. All ayes. Motion carried. Meeting adjourned at 6:59 p.m.

Debra Hines, Secretary

Kate Wilson, President