GPL Board 13 May 2025

Called to order 1700 by Marilyn

Motion to approve agenda: Melissa/Paula

* Passes unanimously

Community Comments

* Hazel (Junior Librarian): “I like it”

Motion to approve minutes: John/Paula

* Passes unanimously

Financial Report

* We won a Dollar General summer literacy grant
  + $119 check was for 20 copies of a book for the summer reading program—kids get to keep it when finished
* Received a “sizeable donation” ($3,191.42 in bank statement)
* New Budget Report shows % of FY budget spent so far for each category
  + Capital Outlay shows $15,000 but we didn’t actually budget anything—this came from the ALA grant
  + Library Support Payments is a duplicate of other categories and should be ignored
* Motion to approve: Zack/Melissa
  + Passes unanimously

Bills

* Ingram: books
* Playaway: books (reimbursed by Friends from a memorial donation)
* Books by the Bushes: Dollar General Literacy Foundation grant
* Windstream: Internet
* Great America: computer leases
* Motion to approve: Paula/John
  + Passes unanimously

Committee Reports

* None

Librarian’s Report

* Counts
  + Overall door count is up from April 2024
  + Toddler Time and weekly after-school program are still well-attended
* Summer reading program schedule will be out next week
  + Danica working with school librarian—she will be at the school Thursday & Friday to speak about the program
  + Theme is “Level Up at Your Library”
  + Starting kids’ book club, related but not technically part of the program
  + Didn’t book a performer this year b/c attendance didn’t justify the cost in the past
  + Every kid who registers for the program gets a book to keep b/c of DGLF funding
* Possible presenters
  + Good Neighbor Iowa—discussing risks b/c of common lawn pesticides
    - Danica is a bit concerned about it being poorly received if it comes off as anti-ag
  + Linda McCann—Iowa historian, presented here before
    - Danica working on getting her on the calendar again in July
    - Last presentation had ~20 people attend
    - $100 cost for her newest presentation Rosie the Riveters in Iowa (we have the associated book)
  + Iowa Navigator
    - Health care enrollment
    - Free
  + Brad Wilkening
    - Lessons of the Holocaust
    - Other librarians have spoken well of this event
* Grants
  + Received $2,000 for digital resources from EF and Sylvia Schildberg Foundation
    - Paid for Hoopla renewal and digitization equipment for genealogy research area
  + Received $2,500 from Dollar General Literacy Foundation for summer reading program
* Board vacancies
  + John, Paula, Julie terms expiring at end of June
  + Danica thinks Julie said she wanted to renew
  + Paula and John plan to leave the board
  + Two potential candidates, not entirely sure if they’re actually interested
* Newspaper
  + Danica has started writing a monthly piece in the Free Press on library topics and donations
* Card applications
  + Checkout software updated, now supports texts to be sent about overdue items
  + Danica added an option for applicants to set contact preferences
* First aid training
  + Stop the Bleed kit will be in City Hall soon
  + Danica & Sandy now certified
* Ingram
  + Seeing significant delays (~2 months) in receiving new releases
  + Ingram says warehouses are behind, working 7-day weeks to catch up
  + Recommended not having them put covers on the books, Danica is considering whether to make this change
* Email conversion
  + Working well
  + Haven’t yet received the invoice
* Memorial wall
  + Several donors who are eligible to be added
  + Company that originally engraved it is not responding
  + Danica talking to Small Town Printing to find other options
* Friends update (Marilyn)
  + Made decisions about perks for members (which bags, color, etc.)
  + Scheduling a fundraising potluck in August

Unfinished Business

* FY26 budget—City Council is making adjustments this evening, not expected to impact us
* Danica seeking options for a new IT provider, reviews from other libraries have been mixed so far
* Bridgewater contract—no update, Fontanelle has not received a check
* Rearranging computers
  + Two computers moved to Junior room, no complaints
  + Working on planning for overflow—haven’t run into this much yet
  + Kids so far tend to use a tablet when kids room computers are full instead of using ones in the main room
  + Need to decide what to do with the old magazine rack
    - Is a memorial piece
    - Danica thinks it isn’t needed anymore
    - We have enough space on the other metal magazine racks

New Business

* Policy Review – Meeting Room
  + Motion to approve: John/Paula
  + Passes unanimously
* Wage increase
  + When we applied for the budget we requested 3%
  + Matches what other City employees received
  + Board will consider this in June once we have the approved budget
* FY25 closures
  + Proposed dates match the City except for Saturdays b/c library is open and most city agencies are not
  + Proposes closing Saturday before Easter instead of Good Friday
    - Consideration of closing Good Friday also
    - 38 total patrons last year
    - Board suggests closing at 1400, Danica agrees
  + Motion to approve as modified: John/Melissa
    - Passes unanimously
* 5-year plan
  + Expires this year
  + State Library requires that we have a current one
  + District Consultant Misty Gray recommends we have a focus group or directly call 25 community members selected based on role criteria
    - Misty’s assistance is part of her role, no extra cost to us
    - Board indicates approval of contacting Misty for help
* Hoopla
  + Have had it for 7-8 months
  + Monthly spending is leveling out ~$180
  + Danica emailed a rep to get ideas on controlling spending
    - Suggested price caps on individual items by format, monthly budget caps
  + Board deferred decision after some discussion of the impacts of caps

Motion to adjourn: John/Paula