

Gibson Memorial Library Board of Trustees
Meeting Minutes
Monday, September 9, 2024

- I. **Call to order:** President Ann Coulter called the meeting to order at 5:25 pm
- II. **Roll Call:** *Present:* Steve Chamberlain, Ann Coulter, Cindy Gomis, Steve Lane, Melissa Levine, Alyssa Love, Connie Maxson (via Zoom), Becca Slick (via Zoom), Angel Sorden

Library Director: Danielle Dickinson Thaden
Assistant Library Director: Jordan Foote
City Council Liaison: Josh Thompson
CNA Representative: Erin Henze

- III. **Adoption of Agenda:**
Motion to approve the agenda by Gomis with the second by Lane. Motion carried.

- IV. **Public Forum:** No public comment

- V. **Approval of Minutes:**
Love made motion to approve the minutes of August 5, 2024. Second by Sorden.
Motion carried.

- VI. **Finance Report:**
The last e-rate payment for last year was received. The last payment was made to Coen Furniture for the pavilion furniture.
A faucet broke in the library and had to be repaired.
Payment was made for an upcoming author (Megan Bannister) visit on September 25.
Lane made motion to approve the bills with Gomis making the second. Motion passed.

- VII. **Director/Circulation Report:**
While Maple Street work is being done, the city plans on the water being shut off for two to three hours. There will be no new street parking on the east side of the library. This will have to be done later.
Danielle talked to Alan Gates about new lighting in the genealogy room. The estimate is \$3000. She had Gates check current outlets. He found no hazards associated with the outlets. Gates also looked at putting outlets under the reading room table.
The Friends used book sale is coming up during the Hot Air Balloon Days.
Circulation is steady. The library lent more books through interlibrary loan than they received.
More donations were received during August.

- VIII. **Unfinished Business:**
 - a) *Electrical work invoice.* The costs were up due to parts being higher than expected. Gates did not charge full labor costs. A motion was made to pay Gates. It was approved.
 - b) *Elevator sump pump:* J&J estimate for a sump pump is going to be \$1254. Levine made the motion to agree to this estimate. Sorden made the second. Motion passed.

c) *Current standing for the 2023-24 strategic plan:* Much has been done except carpet in the main reading room. We are ahead in some goals, and outreach is up.

d) *Director review:* There were six responses to the survey sent out. Three of the trustees did not receive the survey for an unknown reason even though it was sent to all.

IX. New Business:

a) *Shed quotes and purchase approval:* Gomis made the motion to approve the shed purchase from Spring Valley Sheds. Lane made the second. Motion passed.

b) *Annual report:* Most everything has stayed the same. Kanopy was added. More age 0-5 activities and programs were added.

c) *Mission statement and next strategic plan considerations:* Lane made the motion to table this item. Sorden made the second. Motion passed.

d) *Apollo upgrade option:* This upgrade is \$550 a year. Many more options are available in helping a patron determine what they might like to read. This is an online program. Lane made the motion to approve the upgrade with Gomis making the second. Motion passed.

X. Adjournment:

Meeting adjourned at 6:40 pm by President Ann Coulter

XI. Next meeting:

Monday, October 7, 2024 at 5:15 pm

Respectfully submitted,

Steve Chamberlain
Gibson Memorial Library Board Secretary