

Gibson Memorial Library Board of Trustees
Meeting Minutes
Monday, May 6, 2024

- I. **Call to order:** President Ann Coulter called the meeting to order at 5:15 pm
- II. **Roll Call:** *Present:* Steve Chamberlain, Ann Coulter, Cindy Gomis, Steve Lane, Alyssa Love, Connie Maxson, Rebecca Slick, Angel Sorden
Absent: Melissa Levine

Library Director: Danielle Dickinson Thaden

Assistant Director: Jordan Foote

City Council Liaison: Josh Thompson

CNA Representative: Erin Henze

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

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

- V. **Approval of Minutes:**
Maxson made motion to approve the minutes of April 1, 2024. Second by Gomis.
Minutes carried.

- VI. **Finance Report:**
Donations are up. There was nothing outstanding in the bills beyond the normal. Lane made the motion to approve the bills with Slick making the second. Motion passed.

- VII. **Director/Circulation Report:**
April was busy with programs. Solar glasses were handed out to patrons who requested them to observe the eclipse. Excess glasses were sent south to other libraries. The James Kenyon author visit was well received.
Jordan is working to get books listed on SILO. 10-25% of the titles in the library had not been listed as available on the SILO site.
Danielle did school outreach.
The play kitchen in the children's room has been a hit with the children.
KANOPY is not being utilized much by the public. Heather Pingree has been using it for movie night. A decision will need to be made as to whether or not to renew the KANOPY contract.

- VIII. **Unfinished Business:**

- a) *Pavilion updates:* Work was started on April 30 due to weather and wind delays.
- b) *E-Rate approval:* Discussion was held but no vote was needed on this item. The IT e-rate funding is pending approval after a request for additional information.
- c) *Access printer update:* The bill will in the June meeting reports. The new copier is set to be installed on May 10.

IX. New Business:

a) *Welcome new board member:* Alyssa Love was welcomed to the board of trustees.

b) *Enrich Iowa contract approval:* No motion was needed to approve this contract.

c) *Library assistant retirement and updated job description:* Library assistant Merle Lee Pugh has retired. The job description for this position has been updated. Motion to approve the job description update by Love with second by Lane. Motion passed.

d) *Hotspot opportunity and policy draft:* US Cellular is offering Hotspots to the library for checkout. Motion by Maxson to approve the Hotspot acquisitions. Sorden made the second. Motion passed.

e) *Outreach checkouts for Tuesdays in the Park:* Danielle will attend Tuesdays in the Park in Afton. She will take books for checkout by patrons in Afton. It is possible that books could be checked back in during that time as well. A library card will be needed by anyone checking out a book from the library during the Tuesday in the Park activity.

f) *Security camera additions:* It is felt that more security cameras are needed. Money is available for the camera purchases. Discussion will be held with local camera people to check prices and compatibility with the HIK cameras the library already has. This will be revisited at the June meeting. There is state aid money that needs to be used before July 1 which could maybe be used to offset the cost.

g) *Upcoming events-Summer Programming and Wine Walk:* Wednesday is a big performance day for kids. The wine walk will be August 2. Help will be needed from anyone available.

X. Adjournment:

Meeting adjourned at 6:18 pm by President Ann Coulter

XI. Next meeting:

Monday, June 3, 2024 at 5:15 pm

Respectfully submitted,

Steve Chamberlain
Gibson Memorial Library Board Secretary