

Gibson Memorial Library Board of Trustees
Meeting Minutes
Monday, July 1, 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, Alyssa Love, Connie Maxson, Rebecca Slick, Angel Sorden
Absent: Steve Lane, Melissa Levine

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

- III. **Adoption of Agenda:**
Motion to approve the agenda by Slick 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 June 3, 2024. Second by Slick. Motion carried.

- VI. **Finance Report:**
Under bills, Greiner Construction has been paid in full. The City of Creston was paid for concrete, gravel, and grass seed. The AC in the computer room has been repaired. A down payment has been made to Coen Furniture for pavilion furniture.
Motion made by Sorden with the second by Gomis to approve the bills. Motion passed.

- VII. **Director/Circulation Report:**
Circulation numbers are up. All numbers look good.
There have been four big events and two small events in the pavilion all of which have gone well. Danielle met with Chicks with Checks who have donated \$5500 to the library.
The library assistant position has been filled by the part time person who had been filling in since Merle Lee Pugh resigned.
Ellen Gerhardt, executive director of the Chamber of Commerce, notified Danielle that the library was awarded the July Gold Star Business recognition award.
KANOPY's entire catalog is now available for use.

- VIII. **Unfinished Business:**

a) *Pavilion final construction update:* Danielle did the walk through with Greiner plus Mike Taylor from the city. The city building inspector also did a walk through. He suggested that gutters should be added. He felt the wood should be treated, but that can not be done for a year. He also thought the soffit should be covered with tin. The concrete should probably be covered with sealer at some point.

b) *Library card considerations:* An order of 2000 card sets at a cost of thirty-three cents each will be made. Sets will consist of a card and a keycard. Danielle will be looking into having a patron's name placed on the keycard. It was suggested that she also check into

having the library hours plus the availability of a notary being placed on the cards as well. No motion was necessary.

c) *Security Cameras update + NDAA*: The new camera is installed. A new connection box was needed, but the company placing the camera donated one. Nothing needs to be done about the NDAA.

d) *E-rate update*: E-rate is funded at 80% for the year. Computer filters are required.

IX. New Business:

a) *Firewall potential replacement*: There are six computers, but the firewall can handle only four. There is money to purchase a new firewall since the server doesn't need replacing until 2026. Motion made by Maxson to purchase a new firewall with Sorden making the second. Motion carried.

b) *Pavilion grand opening potential dates*: Discussion was held about possible dates for a grand opening, but no decision was made. The Creston Chamber of Commerce would like to have a ribbon cutting. Late July/early August dates could be used for the ribbon cutting.

c) *Elevator sump pump issue*: The current sump pump is very crude. Danielle is going to talk to Mike Taylor about the need of a second bid because only one bid was received that being from J&J Plumbing.

X. Adjournment:

Meeting adjourned at 6:00 pm by President Ann Coulter

XI. Next meeting:

Monday, August 5, 2024 at 5:15 pm

Respectfully submitted,

Steve Chamberlain
Gibson Memorial Library Board Secretary