

## Gutekunst Public Library Board Minutes March 5, 2020

Todd Meyer called the meeting to order at 7:00pm. Also present: Don Goodman, Pat Kifer, Sandra Halblom and Mara Edler. Deb Bagby, GPL Friends member/representative, also attended.

Minutes from February were approved pending correction: "Gagby" was corrected to Bagby (in first line preceding "Friends of GPL Report"). Pat moved, Don seconded, ayes carried.

Bills and operating expenses from February were approved. Sandra moved, Pat seconded, ayes carried.

Petty cash from February was approved. Pat moved, Don seconded, ayes carried.

### Correspondence:

- DesMoines Register: Notification that the subscription price will be increasing to \$32.00 a month

### Friends of GPL Report: Deb Bagby (representative and board member)

- Currently consists of four officers and nine board members. Board meetings are closed at this time.
- Articles of Incorporation was received in February.
- Have a bank account and are now able to accept donations.
- 501c3 application is still pending.
- Utilizing a basement room in the library to house their office space and storage.
- Continuing communication and recruitment. Friends has created a Facebook account. Additionally they have created a trifold pamphlet, which includes a membership application. The trifold was passed around among GPL board members.
- The Operating Agreement has been updated to include previously discussed changes. Current Operating Agreement has been shared with Mara and GPL board members.
- Current Goals:
  - Continue recruitment.
  - Have a book sale on May 1st in the Library garage building.

### Old Business:

- Circulation Policy Review: Mara presented the updated Circulation Policy.
  - Board members discussed adding a clarification regarding patron responsibility to replace the cost of lost or damaged items by adding that the policy includes interlibrary loan items.

Sandra made a motion to approve the Circulation Policy pending the ILL addition. In doing so, the Gutekunst Public Library will become fine-free, other than DVD late fees and replacement costs. Pat seconded, ayes carried.

- Fireside Room A/V System Update & Order:
  - GPL received the Community Foundation Grant. Mara requested \$1,256 to be used toward the Fireside Room A/V System. The grant was awarded in full.
    - The Community Foundation Grant Award Ceremony will be Tuesday, March 24th at 5:30pm and will be located at MCC.
  - Once the library receives the Community Foundation Grant check, Mara will confirm proceedings with Roger Lopez and order the approved items. Mara discussed charging her personal account for the items and submitting for reimbursement.
    - The board discussed applying for a credit card. It was suggested that the GPL reach out to Norm Bach at Farmers Savings Bank for information regarding a line of credit.

### New Business: No New Business

**Director's Report:** Director's Report was approved. Pat moved, Sandra seconded, ayes carried.

Pat moved to adjourn, Don seconded, ayes carried.

Next meeting: April 2, 2020