

## Gutekunst Public Library Board Minutes January 9, 2019 2020

Jackie Barnes called the meeting to order at 7:00pm. Also present: Don Goodman, Pat Kifer, Buffi Honeck, Sandra Halbloom and Mara Edler. Michelle Wilkinson arrived during the Friends of GPL Operating Agreement presentation/discussion.

Minutes from December were approved. Buffi moved, Pat seconded, ayes carried.

Bills and operating expenses from December were approved. Pat moved, Don seconded, ayes carried.

Petty cash from December was approved. Pat moved, Sandra seconded, ayes carried.

### Correspondence:

- Studio Melee: Holiday card.
- Dungeons & Dragons Group: Thank you card.
- Linda Good: Thank you card for the poinsettias.
- Capital Group: Year-end statement of account.

### Old Business:

- Fireside Room Technology Update: Items to be purchased will include a projector screen (80"), projector, cart, and Bose speaker. Total estimate is approximately \$2,000.00. Mara was informed by Tom Dobbins that the Lions Club would not be contributing to the project. Following this update, Mara wrote and submitted a proposal for the Community Foundation of Marshall County grant, requesting \$1,256.00 (64% of total cost) to fund the remaining expenses. Confirmation of final decision for the grant is expected at the end of February/beginning of March. As the project progresses, Roger Lopez has offered to donate the installation and Brad Pfantz has offered to donate time and materials (approximately \$200.00).
- Friends of the Gutekunst Public Library Operating Agreement: Following the first Friends board meeting, Jerry Peck (Newly appointed President) and Kim Meyer presented a first draft of the operating agreement. The following amendments were discussed:
  - Item 7: Add clarification that future donations will go directly to Friends.
  - Item 8: Remove "permanently": *Library will allow the Friends to permanently utilize the garage space for storage of books, book sales and/or a book store at no charge.*
  - Item 10: Remove "semi-annual": *Library will submit a semi-annual written request for funds to Friends. Requests for more urgent needs may be made at any Friends meeting. Any request deemed reasonable and necessary by Friends will be honored upon majority vote of the Friends.*Clarification/understanding that all requests must be submitted in writing to Friends, regardless of urgency.

Michelle motioned that GPL accept the amended operating agreement, Buffi seconded, ayes carried.

- Board Room Security Camera: Mara has been in contact with David Beary Enterprises, Inc.. David Beary will be working with the library to coordinate a time to instal the camera. Buffi and Mara volunteered to paint the portion of the wall in the board room that had been damaged by the previous act of vandalism.

### New Business:

- BDH Solid State Drive Bid: Chad Berg at BDH submitted a quote to install and mount solid state drives in six patron computers. Quote summary for products and services is \$1,395.96. Upon completion, all patron computers will be operating with a SSD. Buffi moved to proceed, Sandra seconded, ayes carried.
- Circulation Policy Review: No policy changes are recommended at this time. Discussion took place regarding the potential of eliminating fines.
- Committee Appointments:
  - Grounds Committee: Buffi Honeck, Pat Kifer, Todd Meyer
  - Personnel Committee: Pat Kifer, Michelle Wilkinson, Sandra Halbloom
  - Financial Committee: Don Goodman, Buffi Honeck, Todd Meyer

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

Michelle moved to adjourn, Pat seconded, ayes carried.

Next meeting: February 6, 2020

Submitted by Sandra Halbloom