

Todd Meyer called the meeting to order at 6:30pm. Also present: Buffi Honeck, Don Goodman (via Zoom/offsite), Pat Kifer, Michelle Wilkinson (via Zoom/offsite), Beau Hanson, Sandra Nyberg and Mara Edler. Board meeting was held in the Fireside room. Attendees adhered to the six-foot social distancing protocol.

Minutes from November were approved. Pat moved, Beau seconded, ayes carried.

Bills and operating expenses from November were approved. Sandra moved, Michelle seconded, ayes carried.

Petty cash from November was approved. Michelle moved, Sandra seconded, ayes carried.

Public Comment: None

Correspondence:

- Capital Group American Funds: General Report
- Patron Deanna Struthers: Thank you note to the GPL staff & board

Friends of GPL Report: None

Board Education Report: Pat Kifer completed a training (available through the IA Learns site) about job descriptions.

Old Business:

- Covid-19 Pandemic Procedures:
 - GPL will provide curbside service for patrons. The building and on-site services will be closed until further decision (January board meeting). All staff members are now out of quarantine and or recovered from illness. Recent covid-scare resulted in a lack of available staff (in compliance with CDC guidelines).
 - Mara will communicate that the decision to close was made with the intention of staff and patron safety.
 - Cleaning Supplies: The library has adequate supplies to maintain covid cleaning procedures.
- Snow Removal:
 - City Meeting: Todd went to the city council to discuss city responsibility regarding snow removal. The library's concern was placed on the agenda. Zach Faught indicated that the city did not have adequate equipment at this time. A possible-partnership was discussed that would involve the library and the city each contributing towards the purchase of snow-removal equipment.
 - The purchase of the needed equipment would allow for the city to provide snow-removal, excluding the porch and steps. Mara feels that staff can handle clearing the porch and steps.
 - The city will provide the equipment cost. Discussion will continue regarding future city-partnership and will not be made at this time regarding the 20/21 season.
 - Snow Removal Bid: Dan Faught submitted a bid for \$80.00 an hour, which includes ice melt. Buffi made a motion to hire Faught for 20/21 snow removal, Sandra seconded, ayes carried.
- Libraries Transforming Communities Grant: Rather than pursuing the December 2nd deadline for Hotspots, Mara will be working to rewrite and submit the grant for the March deadline. The proposal will be for items needed to create and provide a Makerspace.
- Hotspots: Mara proposed that the library purchase two hotspots with plans (unrelated to the grant). One hotspot would be for staff use and the other would be to circulate to patrons through the library of things. The library will assess the use and continued/future need.

Pat made a motion to purchase two hotspots with plans. Beau seconded, ayes carried.

New Business:

- Planning for Results: Maryann Mori joined the meeting via Zoom/offsite to discuss the results of the survey and present a planning overview. Key points discussed included:
 - Survey Results:
 - Positives: Mara, as well as the library and staff in general, is consistently held with high regard and appreciation. Patrons appreciate the programming, notably Cook the Book and the Speakers-series.
 - Needs: Suggestions included improving/increasing teens programming and technology resources. Survey indicated that the general community-needs included: breakfast-establishment, hardware store, senior facility/activities specifically for those 55+.
 - Library Service Options: Mori shared this document to assist and add focus and structure to the project.
 - Development of Plan Template: Mori walked Mara & the board through the plan template and the specifics of using activities to support objectives (what the library will do) and objectives to support goals (what the public will receive). Objectives should expand or increase offerings, rather than continue at current level.
 - Ideas: winter programming, record field trips (with to-go) packets; Roxy at Jewel at Hamilton winter programming meet and greet
- 2021 Holiday Closing: Mara submitted list that followed suit with previous years (Proposed closings: 1/1, 4/3-4, 5/29-31, 7/3, 9/4-6, 11/25-28, 12/24-26 & 31).
 - Discussed being closed January 2nd.
Michelle made a motion to approve the 2021 Holiday Closing schedule, as submitted with the addition of January 2nd. Don seconded, ayes carried.

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

Sandra moved to adjourn, Buffi seconded, ayes carried.

Next meeting: January 7, 2020