

Gutekunst Public Library Board Minutes February 3, 2022

Buffi Honeck called the meeting to order at 7:00pm. Also present: Don Goodman, Pat Kifer, Michelle Wilkinson, Beau Hanson, Sandra Nyberg, and Mara Edler. The Board meeting was held in the Fireside room.

Minutes from January were approved. Michelle moved, Pat seconded, ayes carried.

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

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

Public Comment: None

Correspondence: None

Friends of GPL Report: Friends submitted a copy of their January Board Meeting minutes. Highlights included:

- Little Free Library: WMHS Art Department has begun painting the LFL with Eric Carle and Dr. Seuss themes. Installation locations remain TBD.
- New Officers: Election of 2022 Officers was approved (President: Jackie; Vice-President: Deb; Secretary: Leslie; Treasurer: Lisa).
- Bake Sale: Friends will be having a Bake Sale on Friday, February 11th from 3-5:00pm. The sale will be located at Central State Bank on Main Street. In addition to baked goods, romance novels and Valentine's themed books will be for sale. Thank you Friends!

Board Education Report: Sandra Nyberg: All Iowa Reads Finalists

Take-Away: Better understanding of how new materials are suggested and selected for library collections.

Old Business: None

New Business:

- **2022/23 Budget:** Don presented a proposed annual budget for the 2022/23 fiscal year.
 - Discussion: The board discussed probable receipts (including Trust and grant funds) and expenditures (which included increased employee salaries and expenses). The proposed budget totals \$210,000. There are no recommendations for alterations.Don made a motion to approve the 2022/23 budget, Michelle seconded, ayes carried. Don will submit the budget to the City of State Center.
- **Makerspace Policy:** Mara submitted a first draft of the makerspace policy. The board reviewed and discussed the policy. Primary points of discussion and update recommendations:
 - Registration: Add to second paragraph "Charges for consumables items must be paid for at time of use." Delete from fourth paragraph "..., a valid Gutekunst Public Library card must be presented to library staff at the Front Desk. Replace with, "..., patrons must have a valid GPL account."
 - General Use Policies: Rearrange paragraphs to transition more cohesively.
 - Commercial Use: Line 10 of the General Use Policies reads, "The Makerspace may not be used for any commercial purpose." The board discussed whether to include or remove this requirement from the policy. Mara will reach out to Mandy Easter (Law Librarian at the State Library of Iowa) for clarification regarding the law as it pertains to this issue. Mara will submit an updated policy during the March regular board meeting.
- **Donation Board Expansion:** The board discussed installing a new donation board at the library. The discussion has been initiated by patron interest in purchasing (a) donor-tile(s).

- Tile wall: Remaining tiles (currently 4 openings) have already been purchased and are spoken for. Tiles will be installed once glazed and fired. The board is not interested in installing a second tile wall.
- New Design: The board brainstormed ideas for a new donation-installation. Primary points of discussion included:
 - Design: The board discussed creating a design that 1. Will cohesively complement the architecture and decor of the library and 2. Will be aesthetically pleasing in all stages of completion (*Will not look "unfinished" during the process of securing all donations and donation-pieces.*)
 - Donation Level: Discussion included price points for donations and whether multiple levels of donation-amount might be accommodated.
 - Proposal: Mara and Sandra will set up a time to meet to work on a design proposal for presentation at the March board meeting.
- Kaufman Grant: Mara is interested in applying for the Kaufman Grant. She will request funds to pay for Adventure Pass renewals. The request will total less than \$2,000. Applications are due Thursday, February 17th. The board supports her efforts.

[Sandra Nyberg left the meeting during the review of the Directors Report. Remaining minutes were recorded by Michelle and transcribed by Sandra.]

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

Don moved to adjourn, Pat seconded, ayes carried.

Next meeting: March 3rd, 2022 7:00pm

Submitted by Sandra Nyberg