

Gutekunst Public Library Board Minutes April 2, 2020

Board meeting was held via Zoom. Jackie Barnes called the meeting to order at 7:05pm. Also present: Todd Meyer, Don Goodman, Pat Kifer, Michelle Wilkinson, Buffi Honeck, Sandra Halbloom and Mara Edler.

Minutes from March were approved, including the emergency meeting. Todd moved, Michelle seconded, ayes carried.

Bills and Operating Expenses:

- The board discussed delaying the renewal for Swank Movie License until the library has reopened and resumed normal programming. The charge of \$447.00 allows for in-house showings, and therefore can not be used until reopening. Removing this expense brings the total to \$5466.57 (from \$5913.57).
- Don noted that the Bills & Operating Expenses report does not include utilities.

Bills and operating expenses from March were approved, pending the removal of Swank Movie License. Todd moved, Michelle seconded, ayes carried.

Petty cash was not used in the month of March.

Public Comment: None

Correspondence: None

Friends of GPL Report: None

Old Business:

- Covid-19 Pandemic Procedures: Current library procedures will stay in effect for the foreseeable future. Procedures will be reevaluated at the next board meeting on May 7th.
 - Closings, programming, and curbside will remain closed.
 - Mara will be contacting upcoming speakers/paid programming to reschedule.
 - Staff Wages: Staff will be continued to be paid:
 - Regularly scheduled hours will be calculated for all staff members, regardless of time worked.
 - Mara will be paid for a minimum of 30 hours per week. She will keep track of her hours and will submit hours that exceed 30 hours per week for payment.

Sandra made a motion, Pat seconded, ayes carried.

- Fireside Room Technology: Todd suggested that Mara proceed to order the AV system and have it sent to City Hall. He would then pick it up from City Hall and deliver it to the library for installation.

New Business:

- Overdrive Advantage Collection: Mara presented information regarding the Overdrive Advantage Collection, an add-on to Advantage. The purchase of this add-on would:
 - Expand the library's digital collection (audio and ebooks) by allowing GPL to select and purchase copies of digital material that our patrons would get first claim to. Currently GPL patrons have over 180 holds on Advantage materials and the average wait-time is 40 days.
 - Titles in the GPL collection can then be shared nationally when not in use.
 - The minimum purchase agreement is \$250.00.
 - This can be paid upfront and then used as a credit.
 - Individual titles may range from \$1-\$100.

Michelle made a motion to purchase the Overdrive add-on at the \$250 level, Buffi seconded, ayes carried.

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

Michelle moved to adjourn, Todd seconded, ayes carried.

Next meeting: May 7, 2020

Submitted by Sandra Halbloom