

Glenwood Public Library Board of Trustees Meeting

July 2, 2025

The GPL Board of Trustees meeting was called to order by President Wilson at 5:35 PM. Present and attending in person were Kate Wilson, Dave Stickrod, Rachel Rodenburg, and Barbara Taenzler. Joe George attended via phone.

Introduction of Guests: None

Consent Agenda –Motion to accept and approve the consent agenda as presented was made by Stickrod and second by Taenzler. All ayes. Motion carried.

Correspondence: None.

Director's Report:

- The board reviewed the current bills to submit for approval this week.

Committees and Reports:

- Friends Report
 - Wilson reported that the Friends of the Library raised \$3,100 with the book sale in June.
 - The group is planning another fundraiser at the end of July for Christmas in July.
 - The members are discussing printing shirts to sell.
- Foundation Report
 - No new news

Old Business:

- Circulation Desk
 - Wilson reported that desks are assembled upstairs. The installers have drilled a couple extra holes in the desk and will be back to make the edges look better. They will come back for this when they have another work order in the area.
- Dumpster
 - George said that it will be picked up soon. Wilson said a lot of people are dumping and now diving in it.

New Business:

- Director search update
 - Wilson said they hit 12 business days of the ad being posted on Indeed.
 - Wilson asked George if they should set a time to review the applications that they have in the queue. George is not sure if there are enough quality applicants to start that process yet.
- Cleaning Update

- Wilson had been told by the staff that entrance doors have been unlocked several times last week when they came in to work. Wilson then reviewed the camera footage and noted that it was the cleaning crew leaving the doors unlocked. This led Wilson to review the footage to see how long the cleaning crew was in the building. She noted that one day they were only here for 17 minutes. Last week the total time the cleaning crew was in the building was 156 minutes. She does not think they are completing all the tasks that are outlined in the contract in that amount of time. This week on Monday was 24 minutes and Wednesday 1 hour and 3 minutes so that was at least better. Wednesday was the only day that the vestibule was being vacuumed. Stickrod agreed to call Mark (owner) and notify him of the issues that have recently been brought to their attention.
- Outdoor Garden Area
 - Wilson has been coming in and cleaning up the outdoor area. There were large branches that came down during some storms. Wilson spoke with Mayor Winkquist and the City will bring in a boom truck and clean up and dispose of the dead branches out of the trees. Wilson also removed the overgrown landscaping.
- Book Donations
 - Wilson reported that the Friends group is taking care of the book donations that are coming into the Library. She said a policy has not been made, but members will come once a week to thin out the donations.

Questions and Comments:

- Wilson noted that the new part time employee, Michelle, started on Monday the 30th. Jeremy said everything is going well so far. There were 14 applicants and 3 were interviewed for the position.
- Rodenburg reported that she recorded and made the June bank deposits for the General and Donation accounts and will plan on doing it again in July.
- Taenzler said she is concerned about the slow pace of new books being processed. The board discussed how this is due to the staff shortage and current employees are doing the best they can. With the new part time employee starting this week, turnaround times should improve.

Adjournment

- There being no further business to come before the board, a motion to adjourn was made by George second by Taenzler. All ayes. Motion carried. Meeting adjourned at 6:04 p.m.

• Rachel Rodenburg, Secretary

Kate Wilson, President