

Glenwood Public Library Board of Trustees Meeting

August 7, 2024

The GPL Board of Trustees meeting was called to order by Vice President Stickrod at 5:30 PM. Present and attending in person were Barbara Taenzler, Dave Stickrod, Rachel Rodenburg, Joe George and Tara Painter.

Introduction of Guests: No guests were present.

Consent Agenda – Motion to accept and approve the consent agenda as presented was made by George and 2nd by Rodenburg. All ayes. Motion carried.

- Painter noted that big annual bills included the library management system, Libby. She indicated the shelving units are covered by insurance. George asked about a VISA charge on the bills and inquired if it was the City's card. Painter said that the Library has their own VISA.

Correspondence: No correspondence this week.

Director's Report:

- No adult reading numbers this month due to adult services librarian leaving at the end of the month.
- Taenzler inquired about the employment situation. Painter responded that John's job (adult services librarian) application closes on Friday. The following week interviews will be conducted. Painter is pleased with the two new hires.
- New firewall as it had been aged out 3-4 years.
- Internet has been having issues lately.
- Annual surveys have been sent out and it is planned to be opened until the end of August.
- Stickroad asked if the genealogy hours recorded were standard or if that was an uptick. Painter explained increase in genealogy hours due to summer traffic.

Committees and Reports:

- Friends Report – Nothing from Friends this month.
- Foundation Report. Fundraising meeting Monday night. September 22nd is the Beer and Cheese Fundraiser at Keg Creek Brewery. \$25/ticket. Live auction.

Old Business:

1. Vestibule
 - Being moved up to next week. Changes in material allowed this to be done sooner.
2. Ramp
 - Contractors are afraid to get equipment too close to the wall since it may damage it. Now dirt is settled so work may resume soon. Ramp is still operational. Discussion of painting will be next. In talks with local artist to design a mural.

3. ARPA fund requests

- Additional estimate for interior cameras provided.
 - Painter reached out to four libraries in southwest Iowa. Two were following ALA practices and two were not. The two that were not seemed to not be aware of the issue of privacy with cameras.
 - Request to approve the three external cameras. Two of them are for the entrances that do now show them well enough. The third is for where there is a cutout out by the air conditioner. Kids are aware of where the cameras are outside and they go where cameras are not visible.
 - Painter emphasized that her and staff do not want the interior cameras. The library follows the best practices that they have benefited from rather than reinventing the wheel. Since families do supervised visitations in the game space, the staff feels that that interior cameras would intrude on their privacy. The library provides a safe space for that vulnerable population in the community.
- Stickrod suggested going with the basic exterior bid the first time around and then seeing if there is a need for additional cameras after several early out Wednesday's have gone by. Painter noted that there is always a staff person there on Wednesday's. The difficult cameras to install are the exterior cameras and if necessary, the interior cameras could be put in later for the cost of the camera and labor on existing system.
- George asked how much storage is available currently. Painter said that 3 months' worth of video. With the additions, it might be able to do 6 weeks. Painter said she has only needed to refer to the cameras twice and she was able to retrieve within a week for those instances. She would be more comfortable with a month and half. They may be able to adjust video quality in order to spread that out longer. Five extra slots would be available and with the upgrade they would be using 3 or 4.
- Taenzler asked if there were going to be any changes in early-outs. Painter is uncomfortable with registration system because she doesn't want to prevent people from coming into the Library. Painter said they will have plans in place before the first Wednesday early out which occurs at the end of the month. Since John is gone there will be no D&D. Goal is to create a new program that will attract age group 12-14. Crafting will still be available as well as food and different outdoor activities. Hope is to have more computers available for use.
- Stickrod asked about the timeline for deciding on the ARPA funds and Painter responded she needs a vote tonight because if we wait the money may be gone by the next City Council meeting. Funds have to be delegated, not necessarily spent.
- Painter brought up the need for a new circulation desk. \$43,000 from insurance is going towards the ramp. Total funds from insurance were \$66,000. That remainder could be used towards the circulation desk.

- \$5,000 donation towards the desk is currently being held by the Foundation. There was also a grant for \$3,000 and some change. It may not be quite enough, but she hopes the difference is less than \$10,000. Painter to discuss with the City if she can designate a set amount for funds towards specific projects. She believes she can use \$16,000 of the insurance money towards the desk. These desks can range anywhere from \$20,000-50,000. Painter said that she can have a designer come in and review her wish list and then we can pair off the things that we can't afford or wait until the funds are raised. Project can be piecemealed. The whole thing does not have to be done at once. Having the ability to move equipment around has changed the way we use the library. Every year the library uses the spaces completely differently and that is why they like to have everything on wheels. It does cost more, but the material lasts.
- George motions to request \$8,431.80 for ARPA funds from the City for the proposed camera system in the amount of \$3,431.80 and an additional \$5,000 to be used towards the purchase of the circulation desk. Taenzler second.
 - Motion passed by Stickrod, George, Taenzler and Rodenburg.

New Business:

1. Board Training - Basically Incredible Boards. Board decided to hold off until President Wilson is back.

Questions and Comments:

Adjournment

- There being no further business to come before the board, a motion to adjourn was made by Taenzler, 2nd by Rodenburg. All ayes. Motion carried. Meeting adjourned at 5:57 p.m.

- Rachel Rodenburg, Secretary

Kate Wilson, President