The regular meeting of the Guttenberg Library Board was called to order on Monday, August 26th, 2019 @ 7:00pm by President Jim Schlueter, Vice-President Howard Hubbell, Trustees present Dana Mast, New Trustee Members Jan Hansel, Beth Mescher, Librarian Katie Beitzel, and City Council Member Virginia Sauegling. The minutes from the July 23rd, 2019, meeting were read. Hubbell made the motion to approve the minutes, with 2 changes made to the minutes; meeting date was wrong and spacing error in 2nd paragraph and Mast 2nd the motion. Motion carried.

**Unfinished / Old business:**

**Furniture –** Katie has been in touch with Walt Webster, who lives in Dubuque, on Facebook about the globe. He came last week and picked up the globe. Other pieces of big furniture. The library has decided to keep the pieces. They are currently using the one for the summer reading program space shuttle. They have plans to turn it in to a castle from Frozen for a winter reading area and programs. Other pieces are in storage in the back of the library and Katie states they are not in the way. Jim states that when and if they ever try to sell, to sell all as one unit and keep all pieces together.

**Strategic Plan/ Survey –** Katie wants to get everyone’s advice and input on the questions to be asked and where the surveys have been placed in previous years? All board members agreed that the questions are all good questions to ask all patrons. In the past, surveys have been put as an insert in the Guttenberg Press (Katie will check with the Press about how the survey needs to look and if it costs extra). The library will also have handouts at the library desk for patrons to take and fill out. Katie has looked into a Google Survey (she did a test one and it will tally and do the graphs and work for you), Survey Monkey was an idea too. Attaching the survey on-line from the library’s website and Facebook page will get a lot more patrons to fill out. Mast made the motion to go ahead with the questions for the survey and Hansel 2nd the motion. Motion carried.

**Other –** None at this time.

**New business:**

**Board Members – Welcome Beth and Jan.** Everyone greeted and welcomed Beth Mescher and Jan Hansel to the Guttenberg Library Board Trustee Member.

**Board Training- Ted Talk: Libraries May Be the Answer to What Divides US –** Board members watched 15-minute video together as a group.

**Policy review:**

**Library Director Job Duties –** No changes made to the policy. Mast made the motion to approve the Library Director Job Duties Policy with no changes and Mescher 2nd the motion. Motion carried.

**Des Moines Register –** Katie brought to the board’s attention that the Des Moines Register renewal subscription has gone up dramatically from $442.04 to $693.06. Katie states that about 1 person per week reads the Des Moines Register. She also mentioned it is not even the full version of the paper and it comes a day late too. The board all agrees it is best that the library cancels the subscription. Hubbell made the motion to cancel the subscription to the Des Moines Register and Hansel 2nd the motion. Motion carried.

**Correspondence** - From Lindi, Ethan Mueller and family, thanking library for raft they won from the summer reading program.

**Other –** Chuck Millham donated a check to the Guttenberg Library.

* Defreeze Anti-Virus Protection Plan is due for renewal. Katie wants the board’s approval on how many years subscription they should renew it for (2 years or 3 years). Two years is what they have done in the past. Jim stated with the recent donation of $500 and canceling the subscription from the Des Moines Register, the library could go ahead with a 3-year subscription for $259.00.

**Upcoming Library programs:**

Monday, September 2nd – Library; Closed for Labor Day

Tuesday, September 3rd - Book Discussion at 6 PM

Tuesday, September 10th - Movie Night at 6 PM

Thursday, September 12th - Pass the Paddle Program at 7 PM

Friday, September 13th - Toddler Time at 10:30 AM

Friday, September 13th - Scrabble 1 PM – 3 PM

**Foundation report:**

- The Foundation sponsored a program on August 8th, Portraying the Past, Connecting the Present- Rosemary Harris portrays Lou Henry Hoover, at the Guttenberg Municipal Building. Jim said there was not a very good turnout for the program. It was a nice summer night. The presentation was very well-presented Jim stated.

- The foundation will be sponsoring another program in October.

- John and Sandy Morland made a donation the library’s foundation and had in the note that the money be used for any children’s programs.

**Approve bills:** Bills all initial and approved.

**Set date for next meeting:** Monday, September 23rd, 2019, at 7 PM

**Adjourn:** Hubbell made the motion to adjourn the meeting for Monday, August 26th, 2019, at 7:55 PM and Mast 2nd the motion. Motion carried.