

The meeting of the Guttenberg Public Library Board was called to order on Monday, April 26th, 2021 at 6:57 pm by library board president Jim Schlueter. Trustee members attending the meeting were Howard Hubbell, Dana Mast, Beth Mescher, and Librarian Katie Beitzel – in person. Jan Hansel and Virginia Saeugling from the city council – on Zoom. Minutes from the March 29th, 2021 were read and approved with no corrections. Hubbell made the motion with corrections made and Mescher second the motion. The motion was carried.

Unfinished / Old Business

Phased Reopening Plan – Katie stated that the library has double with patrons from February to April. Bridge group has met twice now since reopening the meeting room. With little to no complaints and mostly everyone still wears their mask when entering and using the library.

Computer – Katie stated that Computer Support Plus in Prairie du Chien called and said all they need to do is replace the hard drive on the computer and with the labor the cost will be \$350. When the computer was purchased 1 ½ years ago it was about \$600 or so for the computer and the software. Mast made the motion to repair the computer and Mescher/ Hansel second the motion. The motion was carried.

Other – Katie got an email that she needs to report for jury duty on Monday, May 3rd, 2021. Stated she has Emily opening the library Monday and Leanne closing the library.

New Business

Policy Review: Cooperation with Other Libraries – Katie made changes to the second to last line in the policy. Hubbell made the motion with changes and Mast second the motion. The motion was carried.

Mailbox Fees – Disregard. Got first letter that Post Office were going to start charging the library for a mailbox, then got a second letter that Post Office are not going to charge the library for their mailbox.

Holiday Schedule – Follow what the City of Guttenberg’s holiday schedule states.

Holiday Pay – Jim stated he has been talking with Katie and city manager about whether employees of the library should get holiday pay. If a holiday were to land on their day to work it would be pro-rated. Board decided to have Katie talk to the employees about this since it will not affect everyone for all holidays all the time. Will revisit next meeting.

CCLA Annual Meeting Update – Katie stated that there was discussion about the rotations of officers and their responsibilities. Each library stated where they are now with opening of their library for Covid.

Other – Virginia asked Katie if she has gotten an email from Denise that all libraries are able to apply for grant funding for Covid. Katie stated that she did receive the email from Denise and one from the State Library. The email from the state was not an application. It was a list of items the library might need and had to rank from most needed and so on. Once the money is distributed it has to be spent. No banking the money. Virginia also stated that the Foundation might be able to get grant funding too. Katie will forward the email to Jim and Jim will look into it.

Foundation Report – Jim stated the foundation is working on the book sale for June. Foundation members will be going through the donated books for the book sale. The foundation will start setting up the sale a week before it starts.

- Foundation is working with Katie on the painting rocks programs.

Approve Bills – Jim, Howard, Dana, and Beth all initial and approve the bills.

Set Date for next meeting – Monday, May 24th, 2021 @ 7:00 pm.

Adjourn – Mast made the motion to adjourn the meeting @ 7:30 pm and Hansel second the motion. Motion carried.

Respectfully submitted by: Dana Mast on 4/26/2021