

The meeting of the Guttenberg Public Library Board was called to order on Tuesday, May 24<sup>th</sup>, 2022, at 7:00 PM, meeting by library board member president Jim Schlueter. Trustee members attending the meeting were Howard Hubbell, Dana Mast, Beth Mescher, Librarian Katey Simon, and Mandy Ludovissy – City Council Member. Minutes from the April 25<sup>th</sup>, 2022, meeting read and approved with 1 correction. Hubbell made the motion with 1 correction and Mast second the motion. The motion carried.

#### **Discussion and Approval of Staff Wages and Vacation Hours for Fiscal Year 22/23:**

- Katey asked if staff vacation hours should be rounded up or down. Board was okay with rounding up to 6 hours for Nancy. Board was okay with rounding up to 2 hours for Emily.
- Katey was wondering if the employees get the 3% pay raises or do what city employees were going to give their employees, 4%? Board quickly figured up if they would go over the proposed budgeting total wages for \$82,472 with the 4% increase. Would still be under the proposed budgeting total wages.
  - o Mast made the motion with the vacation hours increase and rounding up and wage increase from 3% up to 4% and Mescher second the motion. The motion carried.

#### **Digital Sign Update:**

- Katey stated that sign will be delivered to Nagle 1<sup>st</sup> part of June. Fabrication work then will start for the sign. Troy, the city electrician, said he would like to be called when the sign is being put in (no charge for his work, when he is a city employee). Nagle said they would try to be here to get sign installed by June 30<sup>th</sup>. Then rest of payment can be made. If payment made after June 30<sup>th</sup>, then an addendum to the budget will need to be made. Jim stated and would like Katey to call Nagle if they could be paid head of time, to get it paid sign paid for before the sign is installed? Katey said she would call and find out.

#### **CD at Fidelity Maturing 6/25/2022 - discuss and decide on whether to move or keep there:**

- Board member all agreed to keep CD at Fidelity Bank and have them match it with People's Bank rate @ 1.27% for 27 months. If they will not match, then have them move it to People's.

#### **Great Give Day update:**

- Katey stated that check will be coming for \$52.62. Jim stated can use the money for small extra cost for new sign outside or stamps, or whatever Katey can think of that would help with some cost.

#### **Discuss and decide if can sell chairs and rugs:**

- Katey was wondering if library can sell a few chairs that are not used and some rugs rolled up in the back that are not being used either. Jim stated that he was sure that library cannot sell things that are library property, it would have to be at a city auction. Also stated that Katey should check with the City's policy and see what the policy and procedures are in getting rid of things not used anymore.

#### **Clayton County Library Association (CCLA) Annual Spring Meeting update:**

- Katey stated they talked about the Round Robin' schedule. The book "What Can You Do With a Rock?" will be read and a pet rock craft will be done.

#### **Library Foundation report from Foundation Treasurer Jim Schlueter:**

- Book Sale Friday, June 2<sup>nd</sup> and Saturday, June 3<sup>rd</sup>. Will be setting up and unloading books on Tuesday, May 31<sup>st</sup>, if anyone is available to help, they are more than welcome to.

**Upcoming Library Programs:** Went through all the programs producing board members.

- Friday, June 3<sup>rd</sup> at 1:00 PM – Scrabble Group
- Monday, June 6<sup>th</sup>- Registration for Summer Reading Program begins
- Wednesday, June 8<sup>th</sup> at 1:30 PM – Fonziba African Drums @ Library, sponsored by Guttenberg Industries
- Thursday, June 9<sup>th</sup> at 7:00 PM – Jen Loeb, Mountain Climber, Municipal Building Auditorium, sponsored by the Guttenberg Library Foundation
- Friday, June 10<sup>th</sup> at 1:00 PM – Scrabble Group
- Friday, June 17<sup>th</sup> at 1:00 PM – Scrabble Group
- Friday, June 17<sup>th</sup> at 6:00 PM – Summer Reading Program (SRP) Kick-off with Yard Games and S'mores @ South Park Gazebo
- Wednesday, June 22<sup>nd</sup> at 1:30- "What Can You Do with a Rock?" @ library, w/CCLA Libraries
- Friday, June 24<sup>th</sup> at 1:00 PM – Scrabble Group
- Friday, June 24<sup>th</sup> at 2:00 PM – Mississippi River Museum @ library (SRP)
- Wednesday, July 6<sup>th</sup> (tent.) – Boy Scouts Program, time, and place to be determined
- Saturday, July 9<sup>th</sup> at 10:00 AM – Birdhouse craft @ North Park Gazebo (SRP)
- Tuesday, July 12<sup>th</sup> at 6:00 PM – Jason Kollum, Juggler @ Municipal Building Auditorium (SRP)
- Osborne will be here at the library sometime in July
- Tuesday, August 2<sup>nd</sup> at 6:00 PM – Linda McKann, Prohibition Program @ Library

**Approve Library's Expenditures:**

- Jim, Howard, Dana, Beth all signed and okayed all the bills.

**Set Date for Next Meeting:**

- Monday, June 27<sup>th</sup>, 2022, at 7:00 PM

**Adjourn:**

- At 7:55 PM, Mescher made the motion to adjourn the meeting and Hubbell second the motion. The motion carried.

**Respectfully submitted by Dana Mast on 5/27/2022**