

The meeting of the Guttenberg Public Library Board was called to order on Tuesday, May 23<sup>rd</sup>, 2023, at 6:58 PM, by library board member President Jim Schlueter. Trustee members attending the meeting were Howard Hubbell, Jan Hansel, Beth Mescher, Dana Mast, and Librarian Katey Simon. Minutes from the April 26<sup>th</sup>, 2023, meeting were read. Mast made the motion to approve the minutes with corrections. Hubbell seconded the motion. The motion carried.

**Policy reviews:**

**A) Buildings and Grounds:** Trustee members read over the policy. Hubbell made the motion to approve the policy with no corrections. Hansel seconded the motion. The motion carried.

**B) Equal Opportunity:** Trustee members read over the policy. Hansel made the motion to approve the policy with no corrections. Mescher seconded the motion. The motion carried.

**Board approval for Wage Resolution:** Trustee members read over the wage resolution. Mescher made the motion to approve the wage resolution. Mast seconded the motion. The motion carried.

**CD update:** Katey stated that the CD was renewed @ Fidelity Bank for 36-month term @ 4.03%.

**Director vacation/PTO requests:** Katey stated she would like to take vacation days on June 12<sup>th</sup> – 16<sup>th</sup> and PTO on June 19<sup>th</sup>. Hubbell made the motion to approve Katey's vacation/ PTO time off. Mescher seconded the motion. The motion carried.

**Correspondence:** Katey let the board know that the library got a thank you card from Clayton County Energy Clinic for hosting a display the library let them put up.

**April library report for Board and City:** Trustee board members looked over and discussed a little bit and thanked Katey for doing this.

**Others:**

**Purchase:** Katey stated she would like to purchase 3 more computers and some furniture for the library. Board trustee members talked it over and agreed to purchase the 3 computers for around \$2,600 and a couch/ love seat and over sized chair up to \$1,500. Mast made the motion to approve the purchases of computers and furniture. Mescher seconded the motion. The motion carried.

**Grant:** Katey stated she would like to apply for a \$1000 grant from the State Library of Iowa to attend the 2023 Association for Rural and Small Libraries Conference in September in Wichita, KS. Mescher made the motion to approve for Katey to apply. Hansel seconded the motion. The motion carried.

**Library Foundation report from Foundation Treasurer Jim Schlueter:** Jim stated getting ready for the book and bake sale on June 1<sup>st</sup> and 2<sup>nd</sup>. Set up is happening that week. The next Foundation meeting is June 12<sup>th</sup>. There is a baseball program on June 15<sup>th</sup> at 7PM at the Municipal Building.

**Upcoming Library programs:**

Majhogg, Thursdays at 1:00 PM, 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup>, 29<sup>th</sup>

Scrabble, Fridays at 1:00 PM, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup>

June 1<sup>st</sup> - 2<sup>nd</sup>, Library Foundation Book Sale

Thursday, June 1<sup>st</sup> at 7:00 PM, Writers Open Mic

Tuesday, June 6<sup>th</sup> at 6:00 PM, Book Discussion

June 5th - 10th Summer Reading Program Registration

Saturday, June 10<sup>th</sup> at 10 AM, Story time with donuts and juice, South Gazebo

Thursday, June 15<sup>th</sup>, John Liepa Baseball Program, Guttenberg Municipal Building

Friday, June 16<sup>th</sup> at 10:30 AM, Toddler Time

Friday, June 16<sup>th</sup> at 6:00 PM, Yard games & S'mores @ South Park Gazebo area

Tuesday, June 20<sup>th</sup> at 6:00 PM, Toby KID performance, Guttenberg Municipal Building

**Approve library's expenditures:**

Jim, Howard, Jan, Beth, and Dana / Done

**Set date for next meeting:**

Monday, June 26<sup>th</sup>, 2023 @ 7:00 PM

**Adjourn:**

At 8:11 PM Hubbell made the motion to adjourn the meeting and Mast seconded the motion. The motion carried.

Respectfully submitted by Dana Mast 5/25/2023