

Todd Meyer called the meeting to order at 6:33pm. Also present: Buffi Honeck, Don Goodman (via Zoom/offsite), Pat Kifer, Michelle Wilkinson (via Zoom/offsite), Beau Hanson, Sandra Nyberg and Mara Edler. Board meeting was held in the Fireside room. Attendees adhered to the six-foot social distancing protocol.

Minutes from October were approved. Pat moved, Buffi seconded, ayes carried.

Bills and operating expenses from October were approved. Don moved, Michelle seconded, ayes carried.

Petty cash from October was approved. Sandra moved, Michelle seconded, ayes carried.

**Public Comment:** None

**Correspondence:** None

**Friends of GPL Report:** Friends had their first book sale on October 31st and raised \$380.00.

**Board Education Report:** In accordance with accreditation standards, all board members will be required to obtain 3-5 hours of board training per year. Mara shared the IA Learns (<https://lsglm700.learnsoft.com/>) site as an optional resource for acquiring training. Board members may pursue training on their own and will share training at meetings.

**Old Business:**

- Covid-19 Pandemic Procedures: Mara reported that the current protocols continue to meet the needs of patrons and staff. The number of on-site patrons is gradually increasing. Staff feels comfortable and able to safely meet needs at this time.

**New Business:**

- Gutekunst Trust & Farm Report: Norm Bach and Mike Baltes presented the 2019-2020 annual report on the J.G. Gutekunst Charitable Trust. Key points discussed included the current investment portfolio, farm rent & renewal, and distribution (Bonus not projected due to average grain prices: No harvest results at this time).
  - Bear Grove Forest Area: A citizen contacted Mara with a fencing/hunting-safety concern regarding the property line adjoining Bear Grove (GPL property leased to the county as forest preserve). Norm will follow up with the county in an effort to resolve the issue.
- Libraries Transforming Communities Grant: Mara will be submitting an application for the grant, which is intended to address an issue of concern within the community. The first application deadline is December 2nd.
  - Hotspots: The application will be in request for 5 hotspots and corresponding annual service plans. Mara submitted details and service costs through Mobile Beacon (accessed through Techsoup).
- Snow Removal Bids: There were zero bids in response to the GPL ad seeking to contract 20/21 snow removal. Mara reached out to Brad Halblom (previous years snow removal contractor), who indicated he would be unable to do it.
  - City of State Center: Todd is going to talk to Lori Bearden at city hall to discuss having the City take responsibility for clearing the property.
- Armchair Traveler T-shirt Purchase: Mara proposed purchasing t-shirts to be used as prizes for patrons who complete the Armchair Traveler reading challenge.
  - Protocol: An example t-shirt (or image) will be displayed to patrons. Winners will submit their specific size request. A completion-deadline will be set in order to determine accurate ordering (ie: Patrons who complete it by a set-date or the first set-number of patrons to complete it). Number of prize recipients may be based on budget and discussed at the next meeting.
  - Budget: Mara will pursue production estimates and will present options and cost estimates to the board during December's meeting.

- Unattended Child Policy: The board reviewed the GPL Unattended Child Policy (last approved 10/17). No changes are recommended.
  - Michelle made a motion to approve the Unattended Child Policy (for the next 3 years), Buffi seconded, ayes carried.
  
- Holiday Light: Buffi Honeck volunteered to lead the efforts to decorate the library for the holiday season. Additional lights may be purchased from petty cash.

**Director's Report:** Director's Report was approved. Pat moved, Sandra seconded, ayes carried.

Sandra moved to adjourn, Michelle seconded, ayes carried.

Next meeting: December 3, 2020