

Gutekunst Public Library Board Minutes June 3, 2021

Buffi Honeck called the meeting to order at 7:03pm. Also present: Don Goodman, Pat Kifer, Michelle Wilkinson, Beau Hanson, Sandra Nyberg and Mara Edler. The Board meeting was held in the Fireside room. Attendees adhered to the six-foot social distancing protocol.

Minutes from May were approved. Pat moved, Don seconded, ayes carried.

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

Petty cash from May was approved. Pat moved, Sandra seconded, ayes carried.

Public Comment: None

Correspondence: Patron: Thank you card

State Library: Accreditation Acknowledgement (Accreditation valid through June 30, 2024)

Friends of GPL Report: Friends submitted a copy of their May minutes. Highlights included:

- May 8th Book Sale: Book sale brought in approximately 35 people and raised over \$300.
- Future Book Sales: June 5th, June 19th.

Thank you Friends!

Board Education Report: None

Old Business:

- **Covid-19 Pandemic Procedures:** Following current CDC recommendations, Mara recommends the following procedure amendments:
 - Removal of the following: plexiglass barriers, mask-mandate, number-limit (occupancy of rooms), and covid-protocol signage.
 - Capacity: GPL will resume natural occupancy and traffic of patrons. Occupancy limits for the building and rooms will be removed. Furniture will be returned transitionally.
 - Transition: Staff will assess patron needs regarding computers and furniture. Staff will transition towards opening all computers as deemed safe, appropriate, and needed.
 - Programming: Large group programs will continue to be hosted outside. The Fireside room will not be available for maximum capacity occupancy at this time. The State Center City Park Shelter will be used as a backup location for large-group programming (when deemed necessary due to weather).
 - Staff: Mara has been in consistent communication with all staff regarding procedures. All staff have communicated support for the preceding changes.
The board supports Mara's and the staff members' decisions to proceed as discussed.
- **Rural Board Representation:** Board members continued discussion regarding rural representation.
 - Discussion included: Circulation and location (Specifically the possible eligibility based on fire district, townships, and radius). Discussion also included neighboring libraries that have (or have the possibility of) rural representation on their boards.
 - September Deadline: The State Center Library ordinance amendment must be submitted by September 1st to the City Attorney in order that it be vetted, approved, and included in the November election. If the board chooses to pursue an amendment, meeting the deadline will require that the verbiage of the proposed ordinance must be drafted and finalized at the August GPL board meeting.

The board is not seeking the pursual of an ordinance amendment at this time; no action is needed.

New Business:

● **Rose Festival:**

- Prairie Creek String Band: GPL would like to continue the tradition of hiring the Prairie Creek String Band to perform on the library grounds during Rose Festival. They will perform on Saturday, June 19th, before the Rose Queen Pageant coronation.
 - Cost: \$75 dollars. Payment will be paid from petty cash.Michelle made a motion to hire Prairie Creek String Band, Pat seconded. Ayes carried.
- Stories & Sweets: GPL will offer Stories & Sweets on Saturday at 12:30pm. Programming will be outside on the library grounds. The State Center City Park Shelter will be used as a backup location if weather conditions require.
- Saturday Closing: The board discussed closing the GPL building on Saturday, June 19th in conjunction with the Rose Festival.
Michelle made a motion to close, Beau seconded. Ayes carried

● **ARPA Grant Opportunity:** Mara presented information regarding an upcoming grant opportunity. The ARPA (American Rescue Plan Act) Grant is a non-competitive grant awarding up to \$5,000 in reimbursement for materials/technology that support digital inclusion.

- Allowable Expenses: Mara submitted a list of the allowable expenses, which was determined and prepared by the State Library. Items that access the internet must be in compliance with CIPA requirements. GPL does not filter and will therefore pursue items that do not require CIPA compliance.
- Items of Interest: Board members discussed items of interests outlined on the list of allowable expenses. Discussion included pros and cons of individual items, general patrons-needs, alignment with GPL mission and accreditation goals, upkeep, maintenance costs, and installation costs. The Board agreed on a short list of items deemed "priority items" and priority order. Board members discussed the unknowns of the grant and items.
 - Priority Items (in Priority Order): Security Cameras, Charging Bench(s), Patio Heater(s), and Outside Lockers.
 - Unknowns: Unknowns include: 1. Will the grant reimburse/pay for installation costs? 2. What are the available options and price ranges of particular items?
- Special Meeting: A special meeting is scheduled for Thursday, June 10th at 5:00pm. Mara will gather information and quotes regarding answers to the unknowns. Final selections and decisions will be made at the special meeting in order to make educated decisions and to meet the grant application deadline.
No motion was made.

Director's Report: The Director's Report was approved. Pat moved, Don seconded. Ayes carried.

Michelle moved to adjourn, Sandra seconded, ayes carried.

Next meeting: June 10, 2021 (Special Session; 5:00pm in Fireside Room)

July 8, 2021 (Regular Monthly Meeting; 5:00pm due to program scheduling/movie night)

Submitted by Sandra Nyberg