

**GILMAN-DANFORTH DISTRICT LIBRARY BOARD OF TRUSTEES  
APRIL 7, 2022 MINUTES**

The Gilman-Danforth District Library Board of Trustees met in regular session on April 7, 2022 at 6:30 p.m. Board members present were Jan Elliott, Cindy Guttendorf, Barb Uehle, Jan Villwock, Judy Pree, Alissa Haase. Board member Jill Cummings was absent. Director Renee Wellborn and Bookkeeper Beth Zirkle were also present. There were no public comments.

The minutes of the March 10, 2022 meeting were approved as read. After a review of the Treasurer's report, Judy motioned to approve the Treasurer's report and Jan V. seconded the motion. A voice vote carried.

The credit card bills were as follows: telephone \$79.75, supplies \$133.31, audio visual \$32.99, books and periodicals \$171.12, building supplies \$43.94, Hamilton/Guttendorf memorial \$170.00 (This was the amount collected at the Library for the memorial; my mother and I paid the \$210 remaining amount). Alissa motioned to pay the bills and Judy seconded the motion. A roll call vote carried.

Insurance bids were discussed. We did end up looking at the Dimond Brothers bid at one of our subsequent insurance committee meetings. We had further discussions with the local agents that had submitted their bids. A motion was made by Judy Pree that we go with the bid from The Insurance Shop/Schmid Insurance which was the lowest and Alissa seconded the motion. A roll call vote carried. We will meet with Gary Schmid some time in the future for further discussion about our policy. We found out from our lawyer if an item is under \$25,000 we do not have to bid it out. We talked about possibly awarding the insurance on a rotating basis among the local agents.

Roof repairs were discussed. Meister Construction from Ashkum looked at the roof and said that there are vent issues. To replace tile and fix two other spots would cost \$2,200. Of this amount \$200 would be for the roof inspection. Meister Construction estimated that in five or six years we may need a new roof. We may be putting the amount we used to use on the building payment towards salaries and in a savings account to be used eventually for the new roof. A motion was made by Barb to pay Meister Construction \$2,400 for the roof issues that was seconded by Jan V. A roll call vote carried.

The Mary Helen Roberts grant item was discussed next. This grant request needs to be sent to First Trust Bank in Watseka by May 16, 2022 and we will be asking for monies for computer replacement. We will need to replace all of the computers in the next few years. Cory Kline was asked to submit an estimate for these items which would include a laptop computer. Eight workstations and four or five monitors would be needed. Renee will be asking Cory for an estimate for these items and send this information in.

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The 20<sup>th</sup> Anniversary and Mortgage burning were discussed next. Members of the board of trustees in 2002 included Russ Finley, Jim Redenius, Mary Noonan, Bill Stahlschmidt. Doris Miller was the head Librarian. I will look in the records and compile a list of other Trustees from the past 20 years. Goldenstein family heirs which would include Sharon Borchers and family and Brenda St. Peter would be invited as well as Vivian Herron's daughters. Past Head Librarians Sally Newbury and Jen Zufall would also be invited. Others discussed included Greg Murphy, Greg Legan, the Merkle family, LoAnn Schriefer's daughters, (Main Contractors) Piggush & Simoneau, members of the Coleman Foundation which would include Director James Jones, members of the Gilman Women's Club, members of the Friends of the Library. Jan showed us a copy of The Gilman Star from when the building was dedicated. A tentative date of June 25<sup>th</sup> was selected with tentative times set at 1:30 p.m. for the Mortgage Burning and 2:00-4:00 p.m. for the Open House. Jan will work on getting invitations purchased. We may look into having music of some sort for the Open House. At our May meeting we will talk about refreshments, balloons for the kids, trinkets or bookmarks we would like to give out and firm up any other plans. We could feature the Memorial Garden for the Open House and a story walk may be up by then. These festivities will take place after the Summer Reading Program is done and we asked that decorations be left up in the Library for people to look at.

In the Director's Report Renee reported that programs continue to go well: Bingo had three people attend, Coffee Hour had as many as seven people attend, Preschool had as many as 14 people attend with 7 attending last week. The staff has been keeping track of patrons coming in to the Library daily with as many as 41 people coming in on one of the Fridays.

The Gilman Women's Club will be having their Art Show at the Library and will be coming in next week to set up. On the 28<sup>th</sup> prizes will be awarded.

Renee advised us that the Library will be closed on Good Friday and Saturday for the Easter holiday.

With no further business to be discussed, Jan V. motioned to adjourn the meeting and Judy seconded the motion. The meeting adjourned at 7:50 p.m. Our next meeting will be held on Thursday, May 12<sup>th</sup> starting at 6:30 p.m.

Respectfully submitted by Secretary/Treasurer *Cindy Guttendorf*