

**GILMAN-DANFORTH DISTRICT LIBRARY BOARD OF TRUSTEES
OCTOBER 14, 2021 MINUTES**

The Gilman-Danforth District Library Board of Trustees met in regular session on October 14, 2021 at 6:30 p.m. Board members present were Jan Elliott, Cindy Guttendorf, Barb Uehle, Jill Cummings, Judy Pree, Alissa Haase. Director Renee Wellborn and Bookkeeper Beth Zirkle were also present. There were no public comments.

The minutes of the September 9, 2021 meeting were approved as read with one addition. After a review of the Treasurer's report, Judy motioned to approve the Treasurer's report and Jill seconded the motion. A voice vote carried.

The credit card bills were as follows: telephone \$80.73, supplies \$98.29, programs \$184.36, books and periodicals \$54.35, LoAnne Schriefer Memorial \$94.49 (for a memorial plaque for the garden). Barb motioned to pay the bills and Alissa seconded the motion. A roll call vote carried.

A snow removal bid was received and opened at this meeting. We paid \$145 per push last year. A motion was made by Judy and seconded by Alissa to accept this bid from Gray's Material Service for \$150 per push and \$18 per bag of salt. A roll call vote carried. We were advised that due having to put the dollar amount for the new walkway in the Maintenance line in our budget (even though we had funds from the Mary Helen Roberts grant and CD proceeds for this) it would show that this line is over for the rest of this budgetary period (this line in the budget is also used for mowing and snow removal).

In regards to the Insurance Treasurer's bond we talked about how Jill came to be bonded which was when Sharon resigned and before the new board was put in place. A motion was made to have Cindy Guttendorf be bonded, as she is the current Treasurer, by Judy and seconded by Barb. A roll call vote carried. The bond dates are from 9/15/21-9/15/22. Jan will take a copy of the minutes and the check up to Gary Schmid at The Insurance Shop to get this change made.

We then reviewed the requirements for the Per Capita grant. This is due in January. There have been no changes. Renee usually goes over what she will put in for the grant for the different categories. We will talk about this at our November and December meetings.

We spoke about the computer overhaul project. As of October 5th, Windows 11 went live. Any computers over six years old will eventually have trouble due to this new program. We have two newer staff computers but there are six computers used for the patrons and five computers used for the staff that will have to be replaced eventually. There is a board inside older computers that will at some point not be able to handle things without Windows 11 or eventually Windows 12. We have enough in our budget

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to purchase one new computer (for \$800) and may ask for funds next year and in the future from the Mary Helen Roberts grant. When Windows 12 goes live, we will need to have replaced all the older computers. Cory Kline will be working with us on this project and he is who we will be purchasing the new computer from. A motion was made by Jill that we purchase one new computer from Cory Kline for \$800 and seconded by Judy. A roll call vote carried.

In the Director's Report Renee reported that the Escape Room turned out fabulously for Super Saturday and we had to turn people away. More people came through it the next two weeks and fun was had by all. On WGFA one of the items talked about was a Story Walk that will run from this Saturday through Halloween. Patrons can go to the new walkway and as they walk along it, they can read a Halloween story. The Trustees all agreed that this was a wonderful idea. Information on this will be put in The Gilman Star. IW FFA students did clean up work involving taking out a small dead tree and cleaning up the area. Seven students came and plan to come back a few more times. Programs are going well. Bingo had five people attend (the 2nd Wednesday of the month at 5:00 p.m.), Coffee Hour had 8 people attend (every Tuesday at 10:00 a.m.), the Preschool Program only had one student attend last week but usually has 3 or 4 attend (every Friday at 10:00 a.m.). A Library Crawl is in its 3rd year and was put on by the Illinois Heartland System. 85 people participated this year. Twenty people from Alton, Hoopston, Cissna Park and some as far as four hours away came to our Library for this which was our first time participating in it. It lasts for two weeks and concludes tomorrow. They bring in a passport which is then stamped. We had pencils and candy bars to hand out but we plan to participate in this next year and do more. Some libraries had a map of Illinois up and had people put push pins in from the town that they were from. We will advertise this more and list our Library's hours. The farm rent was discussed. This year we received a check for \$960 from the Halls for this. We looked back at checks received from them and in 2017 we received a check for \$480 but starting from 2018 until now we have received checks for \$960. This is for 4.27 acres and the bid states that he will give us \$200 per acre. It would be interesting to know where he got his figure from. Renee will contact Mr. Hall regarding this. 2024 will be the next year that we will send bids out for this. The last item we talked about was the mortgage payment. A payment will be sent in for this soon and after that we will only owe approximately \$2,698.13 on the balance. Jan said she would like to see us pay this off by the first of next year. Beth will contact the bank for a more specific balance and this will be put on the agenda for our next meeting to talk about again. Jan also thought it would be nice to plan a get together to celebrate paying off the building and invite those who were initially involved with the construction of this building to it.

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With no further business to be discussed, Jill motioned to adjourn the meeting and Judy seconded the motion. A voice vote carried. The meeting adjourned at 7:21 p.m.

Respectfully submitted by Secretary/Treasurer *Cindy Guttendorf*