

**GILMAN-DANFORTH DISTRICT LIBRARY BOARD OF TRUSTEES
APRIL 13, 2023 MINUTES**

The Gilman-Danforth District Library Board of Trustees met in regular session on April 13, 2023 starting at 6:30 p.m. Board members present were Jan Elliott, Cindy Guttendorf, Barb Uehle, Judy Pree, Alissa Haase, Jill Cummings. Trustee Jan Villwock was absent from this meeting. Library Director Cole Daniel and Bookkeeper Beth Zirkle were also present. There were no public comments.

The minutes of the March 9, 2023 regular meeting were approved as read. 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 \$99.93, books and periodicals \$19.95 (on Renee's card), supplies \$35.72, programs \$60.72, building supplies \$39.99 (on Cole's card). Barb motioned to pay the bills and Alissa seconded the motion. A roll call vote carried.

Under General business the first topic we discussed was the Paid Leave for All Workers Act. The Trustees were given a fact sheet showing that beginning January 1, 2024 employers must provide employees one hour of paid leave per 40 hours worked and allow them to carry over up to 40 hours of paid leave annually. This will be discussed at the next Library Director's meeting. There will be more information forthcoming. The next item discussed was the Decennial Committee. A couple of community members had been approached to serve on the committee and a possible format for the report was given out for our review. We then talked about what we will be submitting for the Mary Helen Roberts grant. Patron computers were replaced last year and this year we would like two desktop and one laptop computer to be replaced for the staff. We will be asking for \$5,000 which would also include some other small computer-related items. Cole has been messaging Cory Kline regarding this topic. Evaluation forms were reviewed. It will be interesting to see what employees put on the self-evaluation forms. Cole will start implementing this at tomorrow's staff meeting and we would like them to be done by our next meeting which will be on May 15.

For the Director's Report Cole reported that: 1) He had taken two bar-coding classes; he now has more control in Polaris. 2) IW Kindergarten classes had recently visited the Library on their field trip; first grade classes will visit in May. 3) Gilman Women's Club has exhibits from their Art show at the Library. A ceremony will be held on April 20th from 4-5 p.m. 4) Orkin will be at the Library the end of April. 5) Craft kits were a hit and they continue to be picked up. Statistics for our programs are as follows: 10 patrons participated in March Madness, 37 children for preschool story time, 30 patrons at coffee hour, 13 patrons at bingo, 6 patrons at book club.

A patron's question regarding holidays was discussed.

With no further business to be discussed, Barb motioned to adjourn the meeting and Judy seconded the motion. A voice vote carried. The meeting adjourned at 7:15 p.m. Our next meeting will be held on May 15, 2023 starting at 6:30 p.m.

Respectfully submitted by Secretary/Treasurer *Cindy Guttendorf*

