

**GILMAN-DANFORTH DISTRICT LIBRARY BOARD OF TRUSTEES
JANUARY 9, 2025 MINUTES**

The Gilman-Danforth District Library Board of Trustees met in regular session on January 9, 2025 starting at 6:30 p.m. Board members present were Jan Elliott, Cindy Guttendorf, Barb Uehle, Jan Villwock, Judy Pree and Jill Cummings. Alissa Haase 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 December 12, 2024 regular 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 \$100.12, programs \$170.34, books and periodicals \$25.97, computer fees \$281.35, supplies \$550.92. Jill motioned to pay the bills and Judy seconded the motion. A roll call vote carried.

We reviewed the Computer Network Policy and found no issues with this and nothing to change. Cole will indicate on this policy that we reviewed it on this date. We also reviewed the WI-FI policy and also found nothing to change on it; this will also have an indication on it that it was reviewed on this date. Cole is working on a handbook that will have policies put in it after their review.

In the Director's Report Cole advised us that: 1) December was a quiet month. 2) The Per Capita grant information has been turned in. 3) The Siers family was grateful that the Christmas display was put up. 4) The Headstart program is closed for now and the books will be distributed to the children when it reopens. 5) The Library will be closed on January 20th for Martin Luther King Day. 6) Monthly statistics for our programs are as follows: Bingo had 14 patrons, Book Club was not held in December, Coffee hour had 59 patrons, Preschool story time had 25 children, 23 crafts were selected by patrons.

Jan E. brought up that we may need to consider offering a notary public service at the Library. Jan V. indicated that there is exposed rebar in the Library parking lot and we need to get this taken care of. Cole indicated that this might be a good spring or summer project.

With no further business to be discussed, Barb motioned to adjourn the meeting and Jan V. seconded the motion. A voice vote carried. The meeting adjourned at 7:00 p.m. Our next regular meeting will be held on February 13, 2025 starting at 6:30 p.m.

Respectfully submitted by Secretary/Treasurer *Cindy Guttendorf*

Cindy Guttendorf