GILMAN-DANFORTH DISTRICT LIBRARY BOARD OF TRUSTEES
APRIL 11, 2024 MINUTES

The Gilman-Danforth District Library Board of Trustees met in regular session on April 11, 2024 starting at 6:30 p.m. Board members present were Jan Elliott, Cindy Guttendorf, Judy Pree, Jan Villwock, Alissa Haase, Barb Uehle. Jill Cummings was absent from this meeting. Library Director Cole Daniel and Bookkeeper Beth Zirkle were present as well as Mayor Rick Theesfeld. Public comments were made by Mayor Theesfeld. He spoke about the building that the City of Gilman would like to put up on land that had previously been farmed for us. He handed out a map showing the dimensions of the land in and explained to us that they would be putting up a building, installing a barrier and seeding and mowing the rest of the acreage. The Library would be compensated $50,000 for this. We will be contacting Mr. Hall to let him know we would no longer need this area farmed, Sharon Borchers will be contacted to let her know of our plans, the Mayor and Alderman will be contacted about this and a realtor and lawyer will be contacted. Further discussion on this will be tabled until our next meeting.

The minutes of the March 14, 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 $99.96, supplies $210.40, programs $140.25, computer fees $281.12, books and periodicals $80.48, equipment $22.28. Barb motioned to pay the bills and Alissa seconded the motion. A roll call vote carried.

We discussed our circulation policy which included a conversation about how we figure the amount owed from out of district residents to get a library card from us. It is currently done by the tax bill method. Charging a flat fee would be a better and less time-consuming method. An average for library cards is $65-$75. After this conversation a motion was made by Judy and seconded by Jan V. that we change part of our circulation policy from the tax bill method to a flat fee of $75. A roll call vote carried.

Building and Maintenance was discussed next. We currently have a mouse problem and Orkin came in; took pictures and gave us a quote of what it would cost to take care of the situation. After a discussion and review of the quote, a motion was made by Jan E. and seconded by Barb that we hire Orkin to take care of the rodent problem and for pest control at a start-up price of $5,044 and monthly price of $160. A roll call vote carried. We also had a furnace go out; no estimate was available the night of this meeting from Jason Scharp. A rough estimate of the replacement part would be $1,000 and it may possibly cost $5,000 to replace the furnace.

For the Director's Report Cole reported that: 1) Jon Harkins installed the new post for the Story Walk and a new story has been inserted in the panels. 2) The IW Kindergarten class was there on a recent visit; a tour was given, a story was read to them and a presentation given by staff members. 3) On May 1st the IW 1st grade classes will be at the Library. 4) Monthly statistics for our programs were as follows: 6 patrons at book club, 19 patrons attended bingo, 25 patrons attended preschool story time, 40 patrons attended coffee hour. There were 16 Easter craft kits taken. There were 120 eclipse glasses given out. Cole is working on the Mary Helen Roberts grant request for the book drop.

The new plaque showing donations of $500 or more is being worked on as well as name plates that show the names of recent librarians.

Cindy Guttendorf

      With no further business to be discussed, Barb motioned to adjourn the meeting and Alissa seconded the motion. A voice vote carried. The meeting adjourned at 7:40 p.m. Our next regular meeting will be held on May 9, 2024 starting at 6:30 p.m.

      Respectfully submitted by Secretary/Treasurer *Cindy Guttendorf*