

Gibson Memorial Library Board of Trustees
Meeting Minutes
Monday, February 6, 2023

- I. Call to order: 5:20 pm
- II. Roll call:

Board members present: Steve Chamberlain, Ann Coulter, Cindy Gomis, Tessa Hull, Connie Maxson, Angel Sorden, and Ellie Starlin

City Council Liaison: Josh Thompson

Library Director: Gabriel Chrisman

Erin Henze - CNA Representation

- III. Adoption of Agenda: Motion Connie 2nd Steve motion carried
- IV. Public Forum- There was no public present to speak
- V. Approval of Minutes (Monday, January 9th, 2023): Motion to approve minutes as written by Angel Sorden. Second by Ellie Starlin. Motion approved.

- VI. Fiance Report:
 - A. Bills- Books have been purchased from adoption and memorial and friends funds. Staying good with budget Motion Cindy Second Steve Motion carried
 - B. Finances- Misc contract over and under in others to balance. Couple things to help are the telephone bill has gone down so there will be room from there. All other areas are doing good. A little over half of the budget is spent.

- VII. Director and Circulation Report: Weather and winter attendance is low. Circulation as well. New cards are up. Good meeting room space used. Usage of outside groups has increased. Registered borrowers number will be decreasing due to required purge of patrons. No activity for 5 years they are removed from the system. A total of 9700 accounts. Dramatic reduction but a more realistic number. Library income is up due to printing and faxing. ILLs are up even with IA Shares delivery inconsistencies. No stand out programs. Series are going to be happening on Wednesday with Master Gardeners and plan for more series. Morning storytimes are holding steady. Did speak to supervisors and no digitization of newspapers. The microfilms last for 500 years plus and are the go to for preservation purposes. No issue with what we currently have. The plan for outdoor structure was shared and they are wanting more solid numbers and proposals brought back to them. \$132,000 was the first quote for a structure 30 x 52 in size, Shrinking structure and increasing quality materials is the plan. Hoping to move forward with that. A longtime library adopt-an-author sponsor passed away last month and we are receiving memorials in her name. Popular authors have some open spots. 1 to 2 books a year \$15 to \$18 dollars large print \$18 to \$30 . Name goes in the book and you get first check out. No upfront required you pay when it is in. You can also adopt from the requested list. Usually a bestseller author
- VIII. Unfinished Business:
- A. Open Board position: Official letter of resignation was received from Vidette. Currently looking for a person who lives in the city limits. Ideally male in order to keep the board in compliance with the gender balance protocol.

IX. New Business:

- A. Bylaws: The bylaws we had from the past with the update of the board makeup that matches our ordinance. Motion to approve with the change to # 1. A by Connie Maxson. Second by Cindy Gomis. Motion carried
- B. Public Computer Use and Internet Access Policies: Reviewed by the board and Director. Motion to approve both policies by Connie Maxson. Second by Steve Chamberlain. Motion Carried.
- C. Capital Campaign donors- Last month we changed the name and now we need to consider the donors. We need to reach out to them and set a dollar amount of those who will receive those letters. Those that leave funds will be recognized on our donor wall. A suggestion of a letter to be sent to those who donated \$10,000 then discussion followed. A suggestion of \$5000 was made with discussion. Gabriel will gather the names of donations made in the amount of \$5000 and up. A letter will be drafted.
- D. Gabriel needs the Trustee education for the last three years from each Trustee. They want details. Dates from March 2019 to February 2023. Gabriel needs the information in the next week or two.

X. Adjournment- 6:06pm

XI. Next meeting - Monday, March 6th, 2023 at 5:15 pm

Submitted by:

Tessa Hull- Board Secretary