

Gibson Memorial Library Board of Trustees
Meeting Minutes
Monday, July 6, 2026

- I. **Call to Order: 5:15**
- II. **Roll Call:**
Present:
GML Board Members:
Steve Guthrie, Steve Lane, Angel Sorden, Jessica Rosener, Sue Rusk, Becca Slick,
Connie Maxson, and Melissa Levine
Library Director: Danielle Dickinson Thaden
Assistant Library Director: Jordan Foote
City Council Liaison: Jocelyn Blazek
Creston News Advertiser: Erin Henze
Absent: Ann Coulter, Josh Thompson
- III. **Adoption of Agenda:** Motion: Guthrie Seconded by: Slick Motion carried.
- IV. **Public Forum:** No Public Comment
- V. **Approval of Minutes June 1, 2026,** as amended to SCICF: Motion to accept June minutes: Lane, second: Sorden, motion carried.
- VI. **Finance Report**
 - a) Bills and Finances: Furniture ordered for south window that should come in mid-July. Spent out the whole budget for the library. Spent out the rest of State aid was just over \$3,000. Pay the bills, Guthrie, Second: Rusk, motion carried.
- VII. **Director's / Circulation Report:**
 - a) Circulation report: Over 450 sign ups for summer reading program, some numbers even above pre-COVID-19 numbers. Big performances had good attendance from Wrap Around Care in Afton and Greater Connections Daycare in Creston. Solid month circulation wise, with increased door count from the previous year. Non-print was down this past month, with less DVD check outs.
 - b) June 11th flooding from drain outside door which is the drain that carries the sump pump water. Water was into staff room, to director's office and into the center of the children's room. There were very few materials that were lost in the flooding. We will need to consider how the sump pump and entrance are set up in the coming years. TJ suggested instead of the single small drain, having a great drain across the entrance to taper away from the front door towards an area that goes to a sump pump area at the base of ramp that can tie into the line that goes out into the street, or its own separate line to go to the street. Having the grating taper away from the front door would make a big difference.
- VIII. **Unfinished Business**
 - a) Rural trustee position update: filled pending city council vote. Jessica Rosener was officially appointed by the county officials last Tuesday June 30th, 2026. Will go before the city council next week Tuesday July 14th, 2026.

- b) IT Transition from Access to Mainstay Systems updates: Handoff set based on contract end date, the last bill was paid through June 17th. Ended up with half a month of Access to handle the hand off to Mainstay. One final bill to come from Access to cover that overlap period. Mainstay is looking to install the servicer in the next two weeks. Different contracts and subscriptions that go through Access have been renewed and handed off to Mainstay.

IX. New Business

- a) Board Education: Review one decade of Annual Report Stats for GML
 - i. Trustees reviewed last 10 years' worth of programming. GML has surpassed pre-COVID-19 numbers in programming. Circulation for last 10 years reviewed and noted that as print has decreased downloadable media has continued to increase.
 - ii. Updates from Legacy Committee: met in June and working towards tying up loose ends, 411 account has funds from the Deco grant that needs to be accounted for with the pavilion and updates inside of the building. They will meet again on July 20th. Maxson said they are working on getting all the paperwork and data together to present to the Deco Foundation for their feedback.
 - iii. Review HF 2490, regarding posting of Board of Trustees meeting agendas and availability of records. Agenda will need to be dispersed publicly to the news media, a physical location in the building and posted online. Board will need to set by motion the location of the physical location. Motion to place in the window of front door by: Lane, Second: Slick, motion carried. Records would need to be able to be provided within a specific amount of time.
- b) Contract renewals:
 - i. Apollo: enhanced option chooses last year to have the image of the book along with catalog information. Increased value with patrons reserving more books online. Invoice: \$2530.00
 - ii. ProQuest Ancestry Library addition: must be used on site. \$1943.16 invoice charge. Used in spurts where there can be 100 searches too little to none other months. If renewed, we will audit in the coming year to determine if the use justifies the cost.
 - iii. Libby: Annual invoice usually between the cost of the other two.
 - iv. Motion to approve all three contracts by Guthrie, second: Slick, motion carried.
- c) Proposed digital medial policy: Motion to approve as is Digital Media Policy # 24 knowing that it will have additional changes in the future regarding photo permissions and AI governance. Levine, second: Guthrie, motion carried.

X. Adjournment: 6:07 PM: Next Meeting: Monday, August 3, 2026, at 5:15 PM.