

Gibson Memorial Library Board of Trustees
Meeting Minutes
Monday, March 2, 2026

I. Call to Order: 5:16

II. Roll Call:

Present:

GML Board Members:

Steve Chamberlain, Ann Coulter, Steve Guthrie, Steve Lane, Angel Sorden, Sue Rusk, Becca Slick, and Melissa Levine.

Library Director: Danielle Dickinson Thaden

Assistant Library Director: Jordan Foote

City Council Liaison: Josh Thompson

Creston News Advertiser: Erin Henze

Absent: Connie Maxson

III. Adoption of Agenda: Motion to approve the agenda: Becca Slick second: Steve Guthrie motion carried.

IV. Public Forum: No Public Comment

V. Approval of Minutes February 2, 2026: Becca Slick made a motion, Angel Sorden second, Steve Lane motion carried.

VI. Finance Report

- a) Bills and Finances: 411 account appears to be behind, but we purchased the carpet last fiscal year, and just paying for installation out of the current fiscal year budget. Furnace replacement unexpectedly this month. Large print book invoices came through. Program expenses are getting ready for summer reading. Subscription started with Junior Library Guild, so we will have a few books coming each month. This is being completed using donation money that was earmarked for children's books. Motion made to pay the bills by Steve Lane, second, Steve Chamberlain, motion carried.

VII. Director's / Circulation Report:

- a) Pie day sale coming up on the 13th of March for Friends of the Library
- b) ACT review program partnered with SWCC and TRIO. Good participation with practice test during the school day with review course in the evening.
- c) Yearbooks received from East Union School district.
- d) Reading room floor installation and painting and ceiling repairs along with the city road crew being available to work on to do list. Collections have been in a state of chaos, but patrons have been gracious through the updates.
- e) Programming numbers for February have been great. Tai Chi continues to be a hit.
- f) Library access for out of state residents. Should there be fee for service, there are other exceptions that allow people to have access. This is under consideration for what services they will have access to and the renewal process.

- g) Hot Spots are now defunct due to US Cellular service offerings changing at the beginning of the year. Danielle is working with the Friends and with available grants to update with new hotspots and a year of service for each. Researching broader access to the internet, versus CIPA filters and surveys will be sent out to current users. Research is to be completed before we reach out to Friends of the Library.

VIII. Unfinished Business

- a) Policy 18: Request for Reconsideration and Form: Changing question 1 to have yes and no on same line, and striking question 12 to replace with summarizing the sources found in question 11. Motion to approve as amended: Steve G Second Angel S. Motion Carried.
- b) Review of Policy 17: Confidentiality, Draft #1: Section A and B are flipped to move resources to the end of the document. Policy updates modeled after Clarinda's policy adding exceptions to updated Section A. Motion to accept policy as amended made by: Steve Lane, Second: Steve Chamberlain, motion carried.
- c) Masonry estimate: Berry Brothers and Marty Williams: Motion made to accept the bid from Berry Brothers Motion: Steve Guthrie Second: Becca Slick Motion carried.

IX. New Business

- a) Board Education: Current legislative session: H.R. 7661: Addresses school libraries and what types of books they can carry. H.F. 2324 Addresses school with mobile libraries and sharing of library cards between schools and public libraries. H.F. 2622 Moves library boards under the city council as final say, and makes the library board more of an advisor council, any library following ALA policy wording in their policies, and releasing records of minors to their parent or guardian, and in addition any gifts or bequest given to the library can be expended under the authority of the city council, all of this taking effect if passing 7/1/2026.
- b) Building / System upgrades to consider:
 - i. Furnace upgrade: \$3,383.24 motion made to pay this bill out of the 410-account line 6320 repair and maintenance of the building to J&J Plumbing Heating and Cooling, motion Steve Guthrie, second Becca Slick, motion carried.
 - ii. Pillar Booth: Midwest company that makes soundproof booths, where patrons can have web meetings or phone calls without outside noise. Could be used for classes or telehealth. Owen ventilation and outlets. GML would be looking to have one installed. Consider other vendors in this area.
 - iii. Lashier Graphics Signs: Window Tint: Solar Film on south windows in the entrance. Suggestion for Podium Ink to be considered as a vendor and to consider folding in some seating for the south windows: Fold into a

SCICF Grant application with seating by the south windows. Motion by Steve Guthrie, Second: Steve Chamberlain, motion carried.

- iv. TBS (Total Business Solutions) Printit Kiosk that would allow patrons to have more options for printing documents at the library. Consider alternative vendors for pricing, or alternative printing options that would ease the staff burden of printing.

- c) CPPC Mini-Grant: applying through the Friends of the Library as the official financial sponsor. Planning to apply for funds to spend on summer program opener.
- d) IT and Internet bids for consideration: Determine and approve contracts for FY27: Lock in the price for three years with ICN Motion made to sign a 36-month contract with ICN by Steve G. Second: Becca Slick, Motion carried
- e) E-Rate Bid Evaluation between Access, Mainstay and Lightbox, Lightbox removed due to only offering 10 hours of service. Mainstay is not currently registered with E-Rate, so there would be no discount. The Mainstay server replacement cost with their drop-in service is about \$15,000 less than Access if they become E-Rate eligible. Access service in the past 5 months has had issues that have not been completely resolved with the system. Access needs a 90-day warning if GML is going to change vendors. The 471 form needs to be filed in the next month to file vendors through E-Rate. Motion made to go with Mainstay Steve Guthrie second Steve Lane. Motion carried.

X. Adjournment: 6:36 PM: Next Meeting: Monday, April 6, 2026, at 5:15 PM.