

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

I. Call to Order: 5:15

II. Roll Call:

Present:

GML Board Members:

Steve Chamberlain, Ann Coulter, Steve Guthrie, Steve Lane, Angel Sorden, Connie Maxson, 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:

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

IV. Public Forum: No Public Comment

V. Approval of Minutes March 2, 2026: Motion to accept March minutes as addended: Connie Maxson; second: Angel Sorden; motion carried.

VI. Finance Report

- a) Bills and Finances: End of February staying on track for end of month. Bigger bills come out at the end of month including the furnace. Continuing to watch the budget to stay within guidelines. Cost of paint for facility updates and renewal of both the Afton and Mt. Ayr newspapers, otherwise typical bills with books and utilities. Steve Lane made a motion to pay the bills; second: Steve Chamberlain; motion carried.

VII. Director's / Circulation Report:

- a) Print circulation is slightly down since last year, with the difference made up through online check outs. Magazines took a big jump upwards with several patrons discovering the collection. Physical audiobooks had lower month. Ely public library is taking audiobook collections and distributing them through ILL. Planning to weed out audiobooks in their entirety as patrons are getting audiobooks through ILL.
- b) Good month for programming with 100 more participants than March 2025.
- c) Resigned letter of intent to continue Lib-Bridges services for the next year.
- d) South Central Iowa Community Foundation grant: Our project is to establish two comfortable seating and study areas in our adult collections upstairs. We envision these spaces being versatile for individuals to study or read newspapers for small groups to gather for conversations about their latest book club pick. At the same time, in order to protect our furniture and collections from sun damage and keep out summer heat, we plan to add solar film to our south-facing windows.

- e) Upstairs is almost all put back together and inventoried thanks to Jordan and Judy.
- f) Contact Alliant about possible rebates and received back a report on the building. Suggestion to add a mini split to the genealogy room, and on demand water heaters for the bathrooms when it is time to replace the water heater in the future.
- g) Memorial donations allowing for launching of new children's collection: tonies boxes, play audio from little figures that you place on top of the music player. Two boxes and 40 characters. This may pull in parents of toddlers to the library to check out this option for audio.
- h) Testing out Beta version for printing of patient documents with encryption to protect patron privacy and security of our system. Hopefully by May this system will be fully up and running.

VIII. Unfinished Business

- a) E-rate updates 26 -27: Able to lock in a three-year agreement with ICN. Reimbursement rate changed from previous year. We used to get 80% but now the rate is 70% due to changes in enrollment in the local school district. The choice to go with Mainstay will be significantly more fiscally responsible. \$900 cheaper without E-rate, but \$5200 cheaper if they qualify. Need to complete all paperwork for Mainstay as a provider for internet and IT services to get a spin to quality for E-Rate. Need to lock in the type of server that we want to have 64 gigabytes of memory and to be prepared to lock in a rate and go with the purchase.
- b) Our of town card rates and policy consideration: Average \$31 per capita through taxes and paired with other income comes to \$37 / capita to help determine the rate for out-of-town patrons to register annually for a card, suggested rate of \$50. Motion to approve the policy with corrections: Steve Guthrie. second Becca Slick; motion carried.

IX. New Business

- a) Board Education: Amendments H-8260 and H-8277 on SF2432 and National Library Week April 19-25, 2026. Take the official proclamation to the city council Motion Steve Guthrie and second Steve Lane; motion carried. Initial bills did not make it through the second funnel week but were added to another bill as an amendment. Trustees agreed with Director on pursuing an open house to celebrate the renovated spaces.
- b) Proposed Policy: Copy and Printing #24: Policy #13: Faxing Services motion to merge policies Connie Maxson; second Steve Guthrie; motion carried: Motion to approve: Steve Guthrie; second: Steve Lane; motion carried.
- c) Furnace Issue # 2: Controller for AC/ Furnace: electrical lines created a short to the control board which caused the control board to burn up wires. Quote from J&J for just a control board \$649 vs. replacing the whole unit \$3734.67. See if can work with J&J to replace the unit in the next fiscal year. Move to see if they will

work with us to secure the price now and install it in July: Steve Guthrie. second Steve Chamberlain; motion carried.

- d) Solar Film Estimates: Lashier is film only and Podium Ink would have a design for the solar film. Motion to go with Podium Ink. Danielle will get estimates comparing apples to apples and return next month.
 - e) Participate in Library Week and contact your legislature.
- X. Adjournment: 5:59PM: Next Meeting: Monday, May 4, 2026, at 5:15 PM.