

The meeting of the Guttenberg Public Library Board called to order on Thursday, July 28th, 2022, at 7:00 PM, meeting by library board member president Jim Schlueter. Trustee members attending the meeting were Howard Hubbell, Dana Mast, Jan Hansel, and Librarian Katey Simon. Minutes from the June 27th, 2022, meeting read and approved with no changes. Hubbell made the motion with no changes and Hansel second the motion. The motion carried.

Conduct the Annual Director Evaluation:

- Tabled until next month's meeting, so everyone can look the evaluations over and can attend the meeting. Per President Jim Schlueter.

Review the following policies and approve or update as needed:

- **Library Assistant/Youth Service**
 - Trustee members all looked over the policy and all agreed with the changes of the policy that Katey suggested, and Trustee members made few more changes as well. Mast made the motion with changes to the policy and Hansel second the motion. The motion carried.
- **Continuing Education**
 - Trustee members all looked over the policy and all agreed the policy needed no changes made at this time. Hubbell made the motion with no changes to the policy and Mast second the motion. The motion carried.
- **Guttenberg Public Library Proctoring Policy**
 - Trustee members all looked over the policy and all agreed the policy needed no changes made at this time. Mast made the motion with no changes to the policy and Hubbell second the motion. The motion carried.

Discuss continuing need of Reader Printer:

- Katey asking the trustee member what she could or should do with the Reader Printer, which takes up space in the library. Last 2 years it has not been turned on or used 1 time. All the microfilm is digitized and can be accessed on the library's website from anywhere. President Jim stated that Katey should reach out if anyone is in need for it and could purchase it from the library. Tabled until next month's meeting when have some more information on what other libraries are doing with theirs, they are no longer using anymore.

Discuss City Auction:

- Katey stated that City has not set a date for their auction yet. She thinks sometime this fall. Katey was wondering that the library has a lot of items they are storing or setting around and not using anymore. Said that if library could weed out the items, to make more space in the library and follow through with the strategic plan of having someone come into the library and reevaluate the layout of the library and how to improve the space. A better children's area and/ or private study room or rooms, etc..... If they go through things that they are not using or needing anymore, could they put on the City's auction? President Jim asked to have Katey ask the city if the library put items on the auction, does they library get the money of item that sold at action, amending the budget? Tabled until next month's meeting when Katey has some more information.

Summer Reading Program Update:

- Katey stated that they 61 total of children and adults who registered. The summer reading programs have had great turnouts.

Digital Sign Update:

- New sign is in, and no one has commented on the new sign yet, Katey said. Howard stated reaching out to the Guttenberg Press and having them doing a write up on the new and improved digital sign. Katey stated she will reach out to the Guttenberg Press.

Library Foundation report from Foundation Treasurer Jim Schlueter:

- Jim stated not having any meetings this summer. Have a fall meeting set for in September. Have another program in September that the Foundation is sponsoring.

Upcoming Library Programs: Went through all the programs with board members.

- Tuesday, August 2nd at 6:00 PM – Linda McKann, Prohibition Program @ Library
- Tuesday, August 2nd at 6:00 PM – Book discussion @ South Marina Landing on top meet
- Thursday, August 4th at 1:00 PM – Majhongg
- Friday, August 5th at 1:00 PM – Scrabble
- Thursday, August 11th at 1:00 PM – Majhongg
- Friday, August 12th at 1:00 PM – Scrabble
- Thursday, August 4^{18h} at 1:00 PM – Majhongg
- Friday, August 19th at 1:00 PM – Scrabble
- Thursday, August 25th at 1:00 PM – Majhongg
- Thursday, August 25th at 6:00 PM – Jack Kaminski – Author @ Library
- Friday, August 26th at 1:00 PM – Scrabble

Approve Library's Expenditures:

- Jim, Howard, Dana, and Jan - all signed and okayed all the bills.

Set Date for Next Meeting:

- Monday, August 22nd, 2022, at 7:00 PM

Adjourn:

- At 7:50 PM, Mast made the motion to adjourn the meeting and Hansel second the motion. The motion carried.

Respectfully submitted by Dana Mast on 7/29/2022