

The meeting of the Guttenberg Public Library Board was called to order on Monday, January 18th, 2021 at 7:00 pm by library board president Jim Schlueter. Trustee members attending the meeting were Howard Hubbell, Beth Mescher, and Librarian Katie Beitzel – in person. Jan Hansel, Dana Mast, and Virginia Saeugling from the city council – on Zoom. Minutes from the December 28th, 2020 were read and approved with no corrections. Hubbell made the motion and Hansel second the motion. The motion was carried.

Unfinished / Old Business

Phased Reopening Plan – Katie stated that she knows the counts in the county are going down. Katie wants to continue with staying the on Phase we are on right now with the appointments only and curb side pick-up. Katie stated if the counts continue to go down that starting in early spring the library can reopen with a limited capacity of patrons. Katie also stated some libraries are back open for the use of the library and a few have March 1st as a possibly date to open more.

New Business

Policy Review: Volunteer Policy – No changes needed. Mast made the motion to approve the Volunteer Policy with no changes and Hansel second the motion. The motion was carried.

Board Training: Ted Talk: Danger of Single Story – Board members all watched the 15 minutes Ted Talk video.

Diversity Auditing Articles – Katie and the library staff are working on auditing all the items in the library on down time, making into slides with graphs and charts. Katie stated this will take some time.

Correspondence – Emily has a thank you card for the library members, for her Christmas gift. Jim read the thank you card.

Budget – Katie stated the library budget is looking good. There are areas that money is not being spent or not as much being spent. Virginia stated that there will be 15% less for the motel and hotel tax that normally goes to the Chamber of Commerce. That cut could possibly affect the library's budget. The city is waiting to hear back on the Union.

Time Off – Katie stated she filled out the form today, to have February 15th off. This is Presidents' Day and the library is closed. She will check with the city to see if it is a paid holiday. Board approving Katie's time off.

Foundation Report – Jim stated he e-mailed the members letting them all know the finances are looking good. Jim stated the foundation is hoping they will be able to schedule some programs in April for spring and summer.

Approve Bills – Jim, Howard, and Beth all initial and approve the bills.

Set Date for next meeting – Monday, February 22nd, 2021 @ 7:00 pm.

Adjourn – Mast made the motion to adjourn the meeting at 7:45 pm and Hansel second the motion. The motion was carried.

Respectfully submitted by: Dana Mast on 1/18/2021