

Guttenberg Library Board Meeting

June 24, 2025 – 5:00 PM

Guttenberg Public Library

Minutes *DRAFT*****

1) Call to order:

The meeting of the Guttenberg Public Library Board was called to order on 6/24/25 at 5:07 PM, by Library Board Member Interim President Mescher. The trustee members attending the meeting were Thompson, Hansel, Hausler, and Larsen and Librarian Katey Simon.

2) Approve minutes from May 27th 2025 meeting:

Minutes from the May 27th, 2025 meeting were read. Hansel made the motion to approve the minutes without corrections. Mescher seconded the motion. The motion carried.

3) Introduce new Board member:

Introductions were made with Terri Thompson and goodbyes were said for Jan Hansel.

4) Director work contract:

Discussed Katey's current employee agreement to go from hourly to salary. New contract as written with the exception to written changes to section 11b. This would be effective 6/22/25. Larson made the motion to approve salary contract. Hansel seconded the motion. The motion carried.

5) Personnel Committee description review:

The Personnel Committee description was reworded to state "The Personnel Committee will consist of two (2) Trustees and will serve in an advisory role for the Board and be a resource for the director regarding personnel matters." Hausler made the motion to approve the changes. Larson seconded the motion. The motion carried.

6) Library dress code:

Personal Appearance part of the Guttenberg Public Library Personnel Policy was reviewed. Wearing shorts were discussed. Board said it was OK as long as they met the dress code requirements and were an appropriate length. Changes were made to add plain and library themed t-shirts to the list of approved apparel. Hansel made the motion to approve vacation. Larson seconded the motion. The motion carried.

7) Library hour change for Saturday, July 26th:

Discussed extending the library house on Saturday, July 26th from 10am to 5pm for RAGBRAI. Hansel made the motion to approve hour extension. Hausler seconded the motion. The motion carried.

8) Director's vacation approval:

Dates: 7/7/25 and 7/8/25 for a total of 11.5 hours and adjustments if needed. Larsen made the motion to approve vacation. Hansel seconded the motion. The motion carried.

9) Tangeman Endowment report:

Tangeman Family Endowment: The fund statement beginning balance for 5/31/25 is \$80,187.24 and ending balance was \$83,078.24. The available amount to be taken out is \$3,960.00.

10) May Library Report for Board and City:

Report was reviewed and commented on.

11) Guttenberg Library Foundation report:

Meeting was held June 9th. The bake sale and book sale raised \$729.50. On October 16th, Chad Lewis will present "Strange Stories in the Past". The next meeting will be the annual meeting on 9/08/25 at 6:30 PM.

12) Upcoming Library programs:

Upcoming Library programs: ▪ StoryWalk® book: "Addie Ant Goes on an Adventure" ▪ Majhongg, Thursdays @ 1:00 PM: 3rd, 10th, 17th, 24th, 31st ▪ Adult Game Afternoon, Fridays @ 1:00 PM: 11th, 18th, 25th ▪ Dinosaur Dimensions: Tuesday, July 1st @ 2:00 PM, Municipal Building, sponsored by Library Foundation ▪ Book Discussion: Tuesday, July 1st @ 6:00 PM ▪ Writers Open Mic: Thursday, July 3rd @ 7:00 PM ▪ Rockin' Reptiles & Awesome Amphibians: Friday, July 11th @ 1:00 PM, sponsored by Guttenberg Industries ▪ Summer Reading Challenge ends: Friday, July 18th ▪ Summer Reading Challenge Pool Party: Monday, July 21st @ 6:00 PM, entries paid for participants & accompanying adult, prize drawing held ▪ Friday, July 18th & Saturday, July 26th: RAGBRAI in Guttenberg & the library is open

13) Approve library's expenditures:

The Board of Trustee members approved all expenditures for the month.

14) Set date for next meeting:

The next meeting will be July 29th at 5pm

15.) Adjourn:

At 5:57PM, Hansel made the motion to adjourn the meeting and Hausler seconded the motion. The motion carried.

Respectfully submitted by Beth Mescher on 6/29/2024.