

Guttenberg Library Board Meeting
May 27, 2025 – 1:00 PM
Guttenberg Public Library
Minutes

1) Call to order:

The meeting of Guttenberg Public Library Board was called to order on Tuesday, May 27th, 2025 @ 12:58 PM by Library Board Interim President Beth Mescher. The trustee members attending the meeting were Tom Hausler, Dana Mast, Jan Hansel, and Librarian Katey Simon.

2) Approve minutes from April 28th, 2025, meeting:

Minutes from April 28th, 2025, the meeting were read. Hausler made the motion to approve the minutes with 1 correction. Hansel seconded the motion. The motion carried.

3) Board member candidate review:

At the time of this meeting, only one person has applied. The application was reviewed and Katey will submit the name to the mayor and city clerk.

4) FY26 wage/vacation resolution:

A 4% wage increase was approved for fiscal year 25/26.

5) End of FY25 budget expenditure approval:

Katey presented information on where the library budget was at for the end of the fiscal year. Mast made the motion to approve the End of FY25 budget expenditures. Hausler seconded the motion. The motion carried.

6) State Library of Iowa funding update:

Katey informed the Board on changes to resources provided to the State Library of Iowa due to funding cuts.

7) CD maturing:

The library has a \$91,241.51 CD maturing on 6/07/25. Katey presented current CD terms and rates from the three local banks. Mast made the motion to approve a term of 19 months at 4% or the closest at Fidelity Bank for the \$91,241.51. Mescher seconded the motion. The motion carried.

8) Community Savings Bank donation:

Community Savings Bank donated \$630 from their March's "Casual for a Cause". Katey shared on the programs she would like to use the money on. A budget amendment will need to be made for this after the fiscal year.

9) Director time off approval:

Katey requested approval to use comp time and vacation hours. Mast made the motion to approve the comp time. Hansel seconded the motion. The motion carried. Hansel made the motion to approve vacation hours. Mast seconded the motion. The motion carried.

10) Tom Hausler:

Tom shared information on the American Library Association and thoughts were shared on this.

11) Guttenberg Library Foundation update:

The Foundation is putting on the annual book and bake sale on Thursday, 5/29/2025 from 1:00 PM to 5:00 PM and Friday, 5/30/2025 from 10:00 AM to 2:00 PM. They are sponsoring an ice cream machine and toppings on Wednesday, 6/25/2025, after the Butterfly Bonanza program presented by Osborne. The Foundation approved to budget \$150.00 to be used to help purchase snacks and drinks for RAGBRAI. They discussed helping volunteers at the library during RAGBRAI. Katey asked the board members if they would be interested in volunteering to help too on Friday, 7/18/2025 and Saturday, 7/26/2025. Board members shared when they might be able to volunteer.

12) Summer Reading Program volunteers:

Katey shared opportunities to volunteer for the summer reading programs. Board members shared when they might be able to volunteer.

13) Tangeman Endowment report:

Starting balance with \$80,980.53 on 4/1/2025. Ending balance with \$80,187.24 on 4/30/2025. Available is \$3,960.00.

14) Other:

Katey reported on an injury she received while working on Sunday, 5/25/2025. She stated she followed correct reporting procedure while at work. Called the on-call nurse and got the proper first-aid protocol.

15) April Library Report for Board and City:

The April Library Report was reviewed.

16) Upcoming Library programs:

The Board of Trustee members reviewed upcoming library programs.

17) Approve library expenditure:

The Board of Trustee members initialed and approved all expenditure for the month.

18) Set date for the next meeting:

Tuesday, 6/24/2025 at 5:00 PM.

19) Adjourn:

Mescher made the motion to adjourn the meeting at 2:07 PM. Hausler seconded the motion. The motion carried.

Respectfully submitted by Dana Mast on 5/29/2025