

Guttenberg Library Board Meeting
July 28, 2026 – 5:00 PM
Guttenberg Public Library
Minutes

1) Call to order

The meeting of the Guttenberg Library Board was called to order on July 28, 2026, at 5:00pm by Library Board Member President Tom Hausler. The trustee members attending were Lisa Finch, Gail Larson, Robin Bauer, Sue Reindl, Tom Hausler and Library Director Katey Simon.

2) Approve minutes from June 30, 2026 meeting

Minutes from the 6/30/26 meeting were read. Reindl made the motion to approve the minutes and Bauer seconded the motion. The motion carried.

3) Library Board training

Simon explained the library board training requirements per an accreditation standard and the board discussed how they would like to proceed with training including watching videos at home sent by Simon and discussing the information at the next meeting.

4) Accreditation

Simon informed the board that the library is up for accreditation and explained what is involved in that process.

5) Library closures for 2027

The board adopted the proposed library closures as written for 2027. The motion was made by Bauer and seconded by Finch. The motion carried. See attached.

6) Iowa Library Association Conference

The request was made by Simon to attend the Iowa Library Association Conference in Cedar Rapids on October 7-9. Cost details were provided. Larson made the motion to approve the request and it was seconded by Bauer. The motion carried.

7) Library AmeriCorps member

The board discussed the possibility of having an AmeriCorps member at the library. It was decided to pass for this year and look into it more next spring.

8) Director time off approval

Simon requested 8 hours of time off on September 4, 2026. It was motioned to approve by Reindl and seconded by Larson. The motion carried

9) Tangeman Endowment Report

Simon provided an update regarding the Tangeman Endowment. The balance on June 1, 2026 was \$92,592.74 and the balance as of June 30, 2026 was \$92,887.18.

10) Library Foundation Update

The library foundation will have their annual meeting on September 14, 2026.

11) June Library Report for Board and City

Simon provided the June library report for review.

12) Upcoming Library Events

Simon provided a list of upcoming events for review.

13) Approve Library Expenditures

The board reviewed and approved the library's expenditures.

14) Set date for next meeting

The next meeting is scheduled for Tuesday, August 25, 2026 at 5:00 PM.

15) Adjourn

The meeting was adjourned at 6:25 PM. The motion to adjourn was made by Finch and seconded by Reindle. The motion carried.

2027 Proposed Library Closures

Holiday	Date	Day of Week	Open/Closed	City holiday	Notes			
New Year's Eve	Dec. 31st	Thursday	Open half day	yes, half day				
New Year's Day	Jan. 1st	Friday	Closed	yes, full day				
Day after New Year's Day	Jan. 2nd	Saturday	proposing closing	no	proposing b/c we will be closed Friday			
Presidents' Day	Feb. 15th	Monday	Closed	yes, full day				
Good Friday	Mar. 26th	Friday	Open half day	yes, half day				
Holy Saturday	Mar. 27th	Saturday	Closed	no	closed this day for many years			
Memorial Day Weekend	May 29th	Saturday	Closed	no	Board approved 6/26/23 to be closed the Saturday before Memorial Day			
	May 30th	Sunday	Closed	no				
	May 31st	Monday	Closed	yes, full day				
Independence Day/Weekend	July 3rd	Saturday	proposing closing	no	proposing so can have full holiday weekend			
	July 4th	Sunday	Closed	no	b/c holiday falls on Sunday, will be moved to Monday			
	July 5th	Monday	Closed	yes, full day				
Labor Day Weekend	Sept. 4th	Saturday	Closed	no	Board approved 6/26/23 to be closed the Saturday before Labor Day			
	Sept. 5th	Sunday	Closed	no				
	Sept. 6th	Monday	Closed	yes, full day				
Veteran's Day	Nov. 11th	Thursday	Closed	yes, full day				
Thanksgiving	Nov. 25th	Thursday	Closed	yes, full day				
	Nov. 26th	Friday	Closed	yes, full day				
	Nov. 27th	Saturday	proposing closing	no	proposing b/c we are closed Fri & Sat			
Christmas	Dec. 23rd	Thursday	proposing closing		b/c 25th falls on Saturday proposing moving holiday closures to have holiday closures on Thursday & Friday, this will match city			
	Dec. 24th	Friday	Closed	yes, full day				
	Dec. 25th	Saturday	Closed	yes, full day				
	Dec. 26th	Sunday	Closed	no				
New Year's	Dec. 31st	Friday	closed	yes, half day	b/c 31st is on Friday & 1st on Saturday, then full holiday will be on Friday & half-holiday on Saturday			
	Jan. 1st, 2028	Saturday	Closed	yes, full day				
	Jan. 2nd, 2028	Sunday	Closed	no				

*City has procedure if holiday falls on a Saturday it will be recognized on Friday and if it falls on a Sunday it will be recognized on Monday.