

# Grinnell Public Library District (GPLD)

## Board Meeting Minutes

April 17, 2024

*Present:* District Trustees Ed Cheetham, Beth Devine, Bill Halvey, Danny Lowney, Tom McAlister, Sean McCarthy, DJ McErlean-Hopson, and Amanda Sen Villalobos. Nicole Morris was absent.

*Also Present:* Kristen Campbell, Library Director and Board Recorder Julie Beyer.

**Call to Order** – The meeting was called to order by President Cheetham at 7:03 PM.

**Wednesday, May 22, 2024** – The next GPLD Board meeting is at 7:00 PM in the Community Room.

**Votes:** All votes were unanimous, unless otherwise noted.

**Minutes** – The Board agreed to accept the March 20, 2024 meeting minutes on a motion made by Trustee Sen Villalobos and seconded by Trustee McAlister. Motion carried.

### **VP of Finance's Report & Monthly Bills**

The Board agreed to authorize the voucher signing by President Cheetham and directed the Treasurer to pay the March 2024 Audit Committee reviewed bills (bills as of April 17, 2024) for a total of \$190,280.95 on a motion by Trustee Halvey and seconded by Trustee Lowney. Motion carried.

### **Liaison Reports**

*Town of Wappinger* – There was no report at this time.

*Village of Wappingers Falls* – There was no report at this time.

*Friends* – Trustee Devine stated the Friends had their Outback Fundraiser and made approximately \$1,000.00. Their Gala will be September 14, 2024. She did tell them that the Board did not want gravel as a base for the reading area outside. President Cheetham stated that the Director found a grant that can be used to create a play area outside, so they will hold off on moving forward until they have a bigger picture of what they could do with that. Trustee Devine stated she has met with a landscaper, Jordan Freer, and talked to him. She is waiting to hear back from him with suggestions. She asked if the Board had any additional landscapers she could also contact. She didn't mention the bench she showed the Board last month because she wasn't sure they all wanted to move forward with it. The Board was in agreement with this open book style bench. Trustee Halvey stated he liked the idea of putting the unpainted bench out to local artists for their creativity, with the Board having final say. Trustee Devine stated President Cheetham had said the garden in front used to be called the Shakespeare Garden and maybe it should be a Shakespeare book, although she felt it should be a

children's book. Trustee Sen Villalobos asked if they should be doing anything on this at this point if they are waiting for grant information. Director Campbell stated funds have been donated to the library for this type of a project. They are in memory of Helen Fuimarello and Bob Chambers. This has always been part of the plan for outside, but they have never finalized what kind of seating they wanted. Trustee Sen Villalobos asked if the bench could be secured in blue stone and Trustee Devine said yes. She stated this area should be close to the sidewalk. The Board will wait to get back some suggestions for landscapers before they do anything more.

*Public Comment* – There was no one from the public present.

**Director's Report** – Director Campbell's report covered the following items:

**Building:**

The work in the Non-fiction room has been completed. The room will be back open to the public the week of April 15, 2024. Nasim and Michael conducted an onsite meeting with Barone on 4/11/2024 to review the current work. The work is close to completion for the first phase. The painting and trim work will be completed in the coming weeks and it is scheduled to be finished by the May 31 completion date.

The bidding period for the next phase has been pushed back due to delays in getting Information from QUEST and Marvin (window manufacturer). The Director spoke with Michael today and the timeline is as follows: 4/29 they will go out to bid. May 8<sup>th</sup> will be the preconstruction meeting and the bid opening will be on May 29<sup>th</sup> at 2:00 PM here at the library.

**Personnel:**

Director Campbell will be hiring for two part-time clerk positions. Along with circulation desk duties, one will be a passport acceptance agent and the other will help with adult programming. Passports are on track to be started Fall 2024 after summer reading. They are just waiting for Buffalo to finish the passport application.

**Programs of Note:**

Director Campbell stated she went back thru pre-Covid statistics and the library is doing more programming now than they did then. The Carnwath Seed Library program was a success with the Kick-off Garden Party on April 6<sup>th</sup>. They had 75 people attend.

GPLD gave away 450 eclipse glasses including 30 corresponding make and take kits. Director Harrison had ordered these glasses over a year ago. They put them out on a Monday and they were gone by the end of the day. Staff answered more than 300 calls leading up to the solar eclipse on Monday April 8. They are now recycling them to send to Mexico for their eclipse.

GPLD has been actively increasing their program offerings including a stretch and stabilization class for seniors that will continue to be offered weekly (except in July and August). Carol and Lisa Platt wrote "We would like to express how beneficial exercise class has been to us...we appreciate the library offering classes that are no cost to seniors that are on a budget" (April 10,2024).

The monthly watercolor and acrylic classes fill up as soon as they are announced with a substantial wait list. We have received much positive feedback about the classes, also

many people thanking the library for offering them. The Director stated she is pleased they are offering programs that patrons are excited about.

**Statistics:**

Director Campbell provided a Hoopla breakdown by month and stated its use has been increasing. To date, there has been a total usage of 1,409. That is made up of 730 audio books, 11 binge passes, 55 comics, 459 e-books, 64 movies, 34 music counts, and 56 television. She also provided the Board with Kanopy statistics for the month of March as well. There were 2,019 visits, 2,249 pages, and 114 plays.

**Committee Reports** – There were no Committee Reports from the following Committees at this meeting: Strategic Planning, Personnel, and Finance.

*Building Committee* – President Cheetham stated they met before this meeting to work on a site plan for the outside area. They will meet again before the next meeting to review the Facility Plan.

*Governance* – Trustee Sen Villalobos stated the proposed policy is not very different from the original version. They tried to clarify what was and wasn't reasonable for tutors. Trustee McAlister stated they included limits on the time a tutor could be in the library for. This policy is to be reviewed and will be voted on at the next meeting.

**Old Business** –

There was nothing at this time.

**New Business** –

Trustee Devine stated she believes there have been a few people hit outside the library. It is dark and the cross walk doesn't slow people down. Trustee McCarlean-Hopson stated she has a crosswalk by her home and it's almost worse. Trustee Sen Villalobos stated most people just don't care and aren't paying attention when they are driving. Trustee Lowney stated it is a state road so that is where they have to go for changes. Trustee Devine asked if writing the Mayor would help and Trustee McCarthy stated he did not believe they can do anything at a local level since it is a state road. Director Campbell said she would work on a letter. President Cheetham stated he would work something up in Word and send it out so all the Board members could change their details and mail out copies as well.

**Adjournment** – at 7:45 PM Trustee Halvey made a motion to adjourn and it was seconded by President Cheetham. Motion carried.

Respectfully Submitted,

Julie J. Beyer  
Recording Secretary