

**GILMAN-DANFORTH DISTRICT LIBRARY BOARD OF TRUSTEES
DECEMBER 12, 2024 MINUTES**

The Gilman-Danforth District Library Board of Trustees met in regular session on December 12, 2024 starting at 6:30 p.m. Board members present were Jan Elliott, Cindy Guttendorf, Barb Uehle, Jan Villwock, Judy Pree, Alissa Haase, Jill Cummings. Library Director Cole Daniel and Bookkeeper Beth Zirkle were also present. There were no public comments.

The minutes of the November 14, 2024 regular meeting were approved as read. After a review of the Treasurer's report, Judy motioned to approve the Treasurer's report and Jan V. seconded the motion. A voice vote carried.

The credit card bills were as follows: utilities (telephone) \$100.12, supplies \$119.03, programs \$107.17, books and periodicals \$30.00, building and maintenance \$62.28, computer fees \$281.35, Per Capita expense \$46.17. Jill motioned to pay the bills and Judy seconded the motion. A roll call vote carried.

We reviewed information regarding the audit that Cole had given us and there was some discussion regarding the Auditor's findings. The Donation policy was reviewed and discussed; it will be noted that it was reviewed at this meeting.

In the Director's Report Cole advised us that: 1) There is an angel tree in the Library where patrons can buy books to give to children in the Headstart program which are due on December 18th and will be delivered by Cole to them on December 19th. 2) A questionnaire was reviewed that Cole had compiled that is now available to our patrons. 3) Information on the Library's programs has been put on WGFA, a calendar of events has been put up at Hometown Family Foods and he has tried to reach The Daily Journal without success to put information in their newspaper. 4) "Level Up" will be the theme for the 2025 Summer Reading Program. 5) Upcoming dates that the Library will be closed are December 24-26 and December 31-January 1. 6) Monthly statistics for our programs are as follows: Bingo had 21 patrons, Book Club had 4 patrons, Coffee hour had 41 patrons, Preschool story time had 21 children, 23 crafts were selected by patrons.

With no further business to be discussed, Alissa motioned to adjourn the meeting and Barb seconded the motion. A voice vote carried. The meeting adjourned at 7:10 p.m. Our next regular meeting will be held on January 9, 2025 starting at 6:30 p.m.

Respectfully submitted by Secretary/Treasurer *Cindy Guttendorf*

