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DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
Tuesday, June 18, 2019

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The meeting was called to order by President Kathy Juel at 4:00 p.m.

Present: Karen Dodd, Pam Stumberg, Helene Wertz, Lori Schmitt, Kathy Juel, Assistant Director Amy Cleveland, and Future Director Billie Dall.

Absent: Bob Haugebak

There were no additions or corrections to the agenda. Wertz moved to approve the agenda, Dodd seconded. Motion carried. Minutes stand approved as read.

Treasurer's Report:

- CD: \$1,582.00
- Property Improvement: \$18,694.43

In old business, an update was given regarding the outcome of the search for a new director. Billie Dall has accepted the position and was welcomed by the board. The city council will meet tomorrow morning to officially approve the board's recommendation. Dall gave us a time line for transitioning into Library Director, stating that she would be able to work 1-2 days each week throughout the month of July.

Assistant Director Cleveland reported that the summer reading program has been very successful with between 78-80 children in attendance each day.

The agenda item "roof" was tabled due to Haugebak's absence.

Board of Director terms expire for members Juel and Wertz. Both ladies have agreed to accept a second term.

In new business, there was discussion held regarding preparations for Watermelon Days to be held August 10th. The board will continue to hold both the fishing game and duck pond , tentatively set for 11:00 -2:00. Dodd and Juel volunteered to inventory old prizes which will enable us to place a timely order.

Discussion was held regarding the public announcement of the new director. Stumberg will contact Diane Paige to conduct an interview with Dall to be published in the Grundy County Register. It was determined that an open house will be held on Tuesday, July 30 from 5-7 to introduce Dall to the community.

Policies under the Director's portion of our handbook were discussed and it was determined that they should be updated in the near future.

Correspondence and Announcements: A thank you was read from former Director Becky Berg.

Stumberg motioned to adjourn the meeting, with Wertz seconding. Motion carried.

The next meeting will be on July 16, 2019 at 4:00.

Respectfully submitted, Pam Stumberg, Board Secretary

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
July 16, 2019

The meeting was called to order by President Kathy Juel at 4:00 p.m.

Present: Karen Dodd, Bob Haugebak, Kathy Juel, Pam Stumberg, Helene Wertz, and Director Billie Dall.

Absent: Lori Schmitt

There were no additions or corrections to the agenda. Wertz moved to approve the agenda, Dodd seconded. Motion carried. Minutes stand approved as read.

Treasurer's Report:

- CD: \$1,581.80

- Property Improvement: \$19,345.15

In old business, the board announced that Billie Dall was hired as the new Library Director. Her hourly wage is \$15.00.

Discussion was held regarding the need to replace the roof. Although there are no leaks at this time, both Haugebak and Shane Metz feel that it needs to be done soon. The board agreed, and it is their hope to begin work next summer. In order to inform the council of the board's intentions and to secure additional funding ( 50% of the total cost) from the city, Haugebak will attend the August 14th council meeting. He will report back on the procedure that needs to be followed in order for the project to proceed.

Preparations for Watermelon Days on August 10 was discussed, and board members volunteered for the games sponsored by the library. They will take place from 11:00 to 1:00.

Final preparations were made for the Open House to be held on July 30, 5-7 pm. Board members volunteered to provide snacks/bars for the event. During this time, there will be a sign up sheet for community members to join FRIENDS OF THE LIBRARY.

A press release announcing that the Dike Public Library has been recognized for meeting the conditions for accreditation was reviewed. This accreditation is valid through June 30, 2022.

In new business, Director Dall addressed staffing concerns. Through attrition, the need to cut hours for employees is no longer necessary at this time. However, she would like to hire an additional staff member to work on an "as needed" basis to cover for vacations, illnesses, etc. Wertz made a motion to hire an employee to work as needed, and Juel seconded. Motion carried. There was also additional discussion regarding moving an employee into the position of Assistant Director. This move was tabled and will be revisited after employee reviews in January.

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Dall also alerted the board to recent problems with the air conditioning. Shane Metz was able to get it running again.

Correspondence and Announcements: A card/ gift card was signed by the board to thank Amy Cleveland for her service to the library.

Stumberg motioned to adjourn the meeting, with Haugebak seconding. Motion carried.

The next meeting will be on August 20, 2019 at 4:00.

Respectfully submitted,

Pam Stumberg, Board Secretary

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DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
August 20, 2019

The meeting was called to order by President Kathy Juel at 4:00 p.m.

Present: Karen Dodd, Bob Haugebak, Kathy Juel, Pam Stumberg, Helene Wertz, Lori Schmitt and Director Billie Dall

There were no additions or corrections to the agenda. Wertz moved to approve the agenda, Stumberg seconded. Motion carried. Minutes stand approved as read.

Treasurer's Report:

- CD: \$1,586.71
- Property Improvement: \$19,348.75

OLD BUSINESS

Haugebak was unable to attend the August 14th city council meeting, however he delivered a packet for them to review, and he will attend the September meeting on behalf of the board. Our next meeting should provide information on how we are to proceed with the roof replacement.

Events sponsored by the library at Watermelon Days were a huge success, and board members had fun running them. We took in \$246.50. After discussion, it was determined that a sign stating tickets purchased at the library can be used ONLY for the duck pond and fishing games

The Open House held on July 30th was well attended and the scavenger hunt/bag decorating events for kids were big hits! Both adults and children enjoyed a wide variety of delicious treats provided by board members and staff. The Friends of the Library sign up sheet was also successful, and we had 13 volunteers sign up.

NEW BUSINESS

Dall has recently advertised for a Substitute Library Aide position with an application deadline of September 9th.

In the Director's report, Dall provided information on The Grundy County Library Association's efforts to strengthen STEM programming for children and adults in our county. Through grant money, each of the libraries will receive materials totaling \$155.00, and the remaining money will purchase sets and kits which will be shared among the six libraries. Strengthening partnerships between the library and school was also addressed.

Dall reported that she is in the process of researching grants to help defray the cost of a new roof and to purchase items needed by the library. Although she is in the early stages, several look promising.

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
August 20, 2019

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Upcoming events were discussed:

8-21 Backpack Night at Dike Elementary. The library will host a table offering sign up for library cards. We will also hand out pencils, bookmarks, and information packets.

9-24 @2:00 pm Local author Tony Myers

10-1 @1:00 pm Jerry Barlow, Celtic guitarist and storyteller

11-25 @2:00 pm Linda McCann, Local author (WWII POW camps in Iowa)

Story time will resume on September 11th.

Disposal of old monitors/towers and other items stored in the back room was discussed.

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Correspondence and Announcements: A donation in honor of Ileen Bernhardt was received.

Juel motioned to adjourn the meeting, with Haugebak seconding. Motion carried.

The next meeting will be held on Tuesday, September 17th, at 4:00 pm.

Respectfully submitted,  
Pam Stumberg, Board Secretary

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
September 17,2019

The meeting was called to order by President Kathy Juel at 4:00 p.m.

Present: Bob Haugebak, Kathy Juel, Pam Stumberg, Helene Wertz, Lori Schmitt, and Director Billie Dall

Juel requested that the following item be added to new business on the agenda: "Changing the Director's position to full time with benefits". Stumberg moved to approve the agenda, Haugebek seconded. Motion carried.

Minutes stand approved as read.

Treasurer's Report:

- CD: \$1,586.71
  - Property Improvement: \$19,610.69
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OLD BUSINESS

Both Backpack night and the first week of Story Time were reported as being very successful events.

Haugebek and Dall attended the September City Council meeting to discuss and review the roof replacement packets that Haugebak gave the members last month. He noted that there was no resistance to our request for the city to pay half of the project cost, which is an estimated \$15,000. The council will readdress the roof issue when they meet to determine the 2020 budget. Dall will continue to research available grants which may help defray the cost.

Dall reported that the Substitute Aide position that was advertised resulted in two responses, and she will begin interviews soon.

NEW BUSINESS

The Razzle Dazzle wreath that will be made by the board and library employees was discussed. Guidelines state it should be 22" or larger and needs to be done by November 25th. Board members determined that we should bring ideas for a theme to a future meeting.

Director's Report

The Pop-up food pantry was discussed and it should be in place by November. Fredsville Church is in charge of its operation.

Discussion was held regarding upcoming special events. The Halloween Costume Swap sponsored by the library will be held on October 7, 8, and 9. DNH FCCLA will be collaborating with us on this. In addition, set up volunteers and people to dispense costumes are also needed. Board members and Friends of the Library will be asked to

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September 17,2019

share these tasks. Discussion was also held regarding the possibility of providing treats for the author/storyteller events.

Correspondence and Announcements: A \$200.00 donation in honor of Ileen Bernhardt was received.

Wertz motioned to adjourn the meeting, with Stumberg seconding. Motion carried.

The next meeting will be held on Tuesday, Oct.25 at 4:00 pm.

Respectfully submitted,  
Pam Stumberg, Board Secretary

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DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
OCTOBER 15, 2019

The meeting was called to order by Secretary, Pam Stumberg at 4:00 p.m.

Present: Bob Haugebak, Pam Stumberg, Helene Wertz, Karen Dodd, and Director Billie Dall.

Absent: Kathy Juel and Lori Schmitt

Wertz moved to approve the agenda, Dodd seconded. Motion carried.

Minutes stand approved as read.

Treasurer's Report:

- CD: \$1,586.71

- Property Improvement: \$19,778.12

OLD BUSINESS

Roof- After discussion regarding the roof replacement, it was determined that we need to accept a bid in order to move forward in this project. Freed Construction was the low bid and proposed to use shingles with a suitable warrantee. Wertz made a motion to accept their bid contingent upon the original cost remaining the same. Haugebak seconded. Motion carried. Due to the fact that there has been a considerable amount of time since the bids were submitted, we will need to contact Freed Construction to determine if they can do the roof for the same cost. Securing a bid in the near future will provide the council with an exact amount when determining the 2020 budget.

Razzle Dazzle wreath- The library wreath is due on November 25. Stumberg will initiate a group chat to brainstorm ideas and a date to prepare the wreath.

Pop-up food pantry- Fredsville is in the process of constructing the pantry, and they hope to have it operational by Thanksgiving.

NEW BUSINESS

Event reports- The Halloween costume swap was very successful with approximately 85 received and 50 given out. They will remain available until Halloween. The increased library traffic resulted in new library cards and additional kids for story time! The author events were well attended, and there has been a great deal of positive feedback from the community. They have also provided an opportunity for collaboration between the library and school.

Upcoming Library Events- November 25, 2pm: Author Linda McCann-POW Camps in Iowa. The DNH Creative Writing Class will also attend.



DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
NOVEMBER 19, 2019

The meeting was called to order by President Kathy Juel at 4:00 p.m.

Present: Karen Dodd, Bob Haugebak, Kathy Juel, Pam Stumberg, and Director Billie Dall.

Absent: Lori Schmitt and Helene Wirtz.

“Proposed full time directorship with health benefits” was added to the agenda. Stumberg moved to approve the agenda, Haugebak seconded. Motion carried.

Minutes stand approved as read.

Treasurer’s Report: None available

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OLD BUSINESS

Roof- Haugebak contacted Freed Construction to determine if the bid they submitted earlier would remain at \$29,787.00. They stated that they will honor that amount through Spring of 2020. Freed is a certified installer of our chosen GAF Timberline shingle. The next step in the process of replacing the roof is to attend the City Council Budget meeting where the bid will be presented . Director Dall plans to inform the council that she is still actively pursuing grant money that would reduce the cost even more.

Haugebak brought shingle samples, and the board will choose a color at a future meeting.

Proposal for benefits to be added to the Director’s compensation package—Steps are being taken to provide health benefits to the director. This proposal will be presented by board members and Dahl at the City Council Budget meeting. In order to be fiscally responsible, Dall is reviewing the library budget as well as looking for outside sources such as grants to pay for certain library expenses.

Razzle Dazzle wreath- wreaths are due to the library on November 25th. The library wreath is complete...Great job Karen and Kathy!!!

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
NOVEMBER 19, 2019

NEW BUSINESS

Director's Report

Additions to the Director's report-

Dall is currently exploring options for activities such as a Lego Club and additional presentations/activities for both children and adults.

Dall will purchase a new tv for the meeting room.

Upcoming Library Events- November 25, 2pm: Author Linda McCann-POW Camps in Iowa. The DNH Creative Writing Class will also attend.

Policy Review— At the end of each board meeting, Director Dall will provide the board with sections of The Dike Public Library Policy Manual to review and make changes to if required. Circulation Policies were discussed tonight and revised with a reduction in fines for overdue DVDs (from \$2.00 to \$1.00/day) as well as an extension in the number of check out days (from 1 to 3). The previous surcharge to replace lost DVDS was eliminated. Motion to approve changes made by Dodd, seconded by Juel. Motion carried.

CORRESPONDENCE AND ANNOUNCEMENTS: The Bridge group has donated a total of \$1,500.00 to the library for 2019.

Stumberg motioned to adjourn the meeting, with Haugebak seconding. Motion carried.

The December meeting has been cancelled. Our next meeting will be held on Tuesday, January 21, at 4:00 pm.

Respectfully submitted,  
Pam Stumberg, Board Secretary

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
JANUARY 21,2020

The meeting was called to order by President Kathy Juel at 4:00 p.m.

Present: Kathy Juel, Pam Stumberg, Helene Wertz, Lori Schmitt, and Director Billie Dall.

Absent: Bob Haugebak and Karen Dodd.

A Motion to add "Organizing and cleaning the library storage area" to the agenda was made by Wertz and seconded by Stumberg. Motion carried.

Minutes stand approved as read.

Treasurer's Report: CD-\$1,586.71  
Property Improvement-\$20,080.64

#### OLD BUSINESS

ROOF AND DIRECTOR STATUS- Next week, the city council will be holding a budget workshop where they will determine a date/time for library representatives to appear before the council to present and discuss funding for the new library roof and a proposal for the director to assume full time status with health insurance benefits. The director and board members will attend to present and defend our proposals.

ORGANIZING STORAGE AREAS- discussion on this subject resulted in recognizing that while this task needs to be done, at this time we have other things that take priority.

#### NEW BUSINESS

##### DIRECTOR'S REPORT

Dall completed a grant request for \$5,950 to the Roy J. Carver Charitable Trust to help defray the cost of a new roof for the library. A decision will be made soon.

Dall purchased a new tv for the meeting room and a commercial vacuum cleaner.

The library will be offering after school activities on early dismissal days. Flyers will be sent home with students and placed throughout the community as well.

Kris Klinehart has resigned, and Kristal Hayes will assume the extra hours.

##### EVENTS

Author Linda McCann-POW Camps in Iowa. Twenty eight people attended.

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
JANUARY 21,2020

Razzle Dazzle was well attended and Santa greeted 200 children in the library. Light snacks and hot chocolate were provided as well as crafts in the meeting room.

Greenbelt Home Health started providing free blood pressure readings. They take place on the second Thursday of each month from 10-11.

A new work experience program has begun, and the library has two DNH students who help straighten books.

POLICY REVIEW-  
BYLAWS AND MISSION STATEMENT were reviewed

CORRESPONDENCE AND ANNOUNCEMENTS: None

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Wertz motioned to adjourn the meeting, with Schmitt seconding. Motion carried.

Our next meeting will be held on Tuesday, February 18, at 4:00 pm.

Respectfully submitted,  
Pam Stumberg, Board Secretary

**Dike Public Library**  
**Board Meeting Minutes**  
**March 17, 2020**

**Attendance:** Bob Haugebak, Lori Schmidt, Karen Dodd, Helene Wertz, Billie Dall.

**Absent:** Kathy Juel, Pam Stumberg

Meeting was called to order by Billie. Karen agreed to run the meeting in Kathy's absence and Helene volunteered to take minutes.

There were no additions to the Agenda

A motion was made to approve the agenda: 1<sup>st</sup>-Helene; 2<sup>nd</sup> Karen. January meeting minutes were approved as written: 1<sup>st</sup>-Helene; 2<sup>nd</sup> Bob. The February meeting was cancelled.

Treasurer's Report: Savings-\$21,183.96 CD-\$1,604.63

**Old Business:**

Roof: The City is not going to pay for any of the new roof. Bob reported that the contractor is

ready to begin working in April. It will be covered without insurance for 20 years: 10 years with full coverage, then 10 years prorated. With adding insurance option for \$2,000, coverage would be full for the 1<sup>st</sup> 20 years, then prorated for an additional 20 yrs. The library does not have enough money to cover this payment, so the City will be asked if they will cover this.

Director status/full-time request: Our request to make our Director full-time was denied by the

City Council. Will approach the City regarding a possible stipend to cover insurance costs. The Board was encouraged to attend the next Council meeting to discuss this. Bob will get this added to their agenda.

Budget: Looks to be in good shape.

New Business:

COVID-19: At this time the library will be closed for the next 2 weeks effective immediately and will be reassessed at that time. Library will follow the school schedule. Staff will continue to work as there is LOTS to do to keep busy. Board agreed to continue to pay Peggy while she is home. She works 15-18 hours per week. Director will use her judgement as to when Peggy will return to work.

Director's Report: Kristal is requesting to return to subbing position again. She has been working 15-18 hrs weekly. Billie is working on continuing Story Time either on FB or Zoom while closed.

Next Board Meeting is scheduled for Tuesday, April 21 at 4pm.

Respectfully submitted, Helene Wertz

No April board meeting due to COVID-19 shutdown.

Dike Public Library  
Board Meeting Minutes  
May 19, 2020

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Meeting was called to order by head librarian, Billie Dall.

Present: Billie, Lori S., Kathy J., Bob H., Karen D., and Helene W.

Absent: Pam S.

There were no additions to the agenda.

Approval of the agenda: 1<sup>st</sup> Lori; 2<sup>nd</sup> Karen.

Minutes from the last meeting were approved.

Treasurer's Report: Balances as of today: Savings - \$22, 550.76. CD - \$1,616.15. The library received a donation and Billie will get all donation information to Helene for Thank Yous.

Old Business:

Roof: We celebrated the completion of the roof. It was a long process start to finish. The Board Thanks Bob for all his work on this.

COVID-19: The library will begin a soft opening on May 26<sup>th</sup> with limited hours. We will basically be following the phases to reopen set forth by the Cedar Falls Library. We will begin with our version of "Curbside Pickup" by using the east exterior entrance. The bathroom will remain locked. At this point, all materials that have been returned since the beginning of the pandemic have been in quarantine. Computer usage is scheduled to become available in Phase 2.

Director's Report:

There will be no Summer Reading Program this summer. Looking into other options for Youth programs. Kristal and Peggy did not work during the closing of the library. Billie worked her regular hours until it was mandated that the library be closed. She then decreased her hours. Staff was paid regular wages through this time. But from now on out will only be paid when actually working at the library. Kristal will remain an as needed employee. Billie will post an ad for a second assistant without posting hours. Peggy is able to return to work at this time. Discussion was held on Billie's insurance coverage situation. We do not have a resolution at this time.

Our next meeting is scheduled for Tuesday, June 16, at 4:00pm.

Meeting was adjourned. 1<sup>st</sup> Helene; 2<sup>nd</sup> Bob.

Respectfully submitted,  
Helene Wertz



DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
June 16, 2020

The meeting was called to order by President Kathy Juel at 4:00 p.m.

Present: Karen Dodd, Kathy Juel, Lori Schmitt, Pam Stumberg, Helene Wertz, and Director Billie Dall.

Absent: Bob Haugebak

Agenda- Stumberg made the motion to approve the agenda, with Juel seconding. Motion carried.

Minutes stand approved as read.

Treasurer's Report: CD-\$1,604.63  
Property Improvement-\$12,727.13

#### OLD BUSINESS

##### COVID -19

Discussion was held regarding reopening the library to the public and what needs to be in place to make it safe for the patrons and staff. It was determined that social distancing will be in effect and hand sanitizers will be readily available. Dahl will make the final decision on whether to require masks for both staff and patrons. She will also look into purchasing a UVC light sanitizer wand for disinfecting the computers and other items. The loft play area will be roped off until further notice.

The library will reopen on June 22 with restrictions limiting the number of patrons.

Reopening the meeting room was also addressed. It will be limited to half of the normal capacity, and due to increased costs to the library for cleaning and supplies, the new rental charge will be \$35.00. (Motion to increase the rental was made by Wertz, seconded by Stumberg. Motion carried).

#### NEW BUSINESS

Dall will be advertising/interviewing soon for a substitute to fill in for illness, vacations, etc. There will be no set hours.

Approval FY21 wages (Dall -\$15.45, Wainwright-\$10.08, Hayes-\$9.79, New Hire-\$9.50).

Motion to approve the proposed wages was made by Wertz, seconded by Juel. Motion carried

#### Director's Report

At this time we plan on having \$3,000.00 left in the budget which will roll over into property improvement for FY21.

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
June 16, 2020

The city has provided the library with extra cleaning supplies, and the State Library will be providing totes, extra PPE, and sanitizing supplies as well.

Carol Hickins will be retiring from her role as our Story Time reader. Discussion was held regarding purchasing a gift card as a thank you from the library. If possible, Dall will also have students make cards for Carol.

The library will be receiving a mini grant of \$500.00 to promote child-caregiver interaction and engagement. We will collaborate with New Hartford who is also receiving the grant. The activities are yet to be determined.

CORRESPONDENCE AND ANNOUNCEMENTS: None

Juel motioned to adjourn the meeting, with Schmitt seconding. Motion carried.

Our next meeting will be held on Tuesday, July 21, at 4:00 pm.

Respectfully submitted,  
Pam Stumberg, Board Secretary

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
July 21, 2020

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The meeting was called to order by President Kathy Juel at 4:00 p.m.

Present: Karen Dodd, Bob Haugebak, Kathy Juel, Lori Schmitt, Pam Stumberg, Helene Wertz, and Director Billie Dall.

Agenda- Wertz made the motion to approve the agenda, with Haugebak seconding. Motion carried.

Minutes stand approved as read.

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Treasurer's Report: CD-\$1604.62  
Property Improvement-\$3,284.51

#### OLD BUSINESS

##### COVID -19

The library reopened on June 22, and things have been running smoothly. Masks are not required at this time. New plexiglass windows have been installed to protect both patrons and staff, and an ultra violet light was purchased to help manage the disinfecting of library materials, computers, etc. Contactless pick up of books is still being offered as an option for compromised patrons.

##### PROPERTY IMPROVEMENT

We were able to roll over \$3,000 in the budget into property improvement for FY21.

#### NEW BUSINESS

##### BOARD OFFICERS CHOSEN

Karen Dodd-President  
Kathy Juel- Vice President  
Pam Stumberg-Secretary  
Helene Wertz- Treasurer

##### Board report

Expanding/change in library hours to better accommodate patrons.  
Motion made by Juel, Stumberg seconded. Motion carried.

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
July 21, 2020

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**NEW HOURS**

Sunday	Closed
Monday	10AM-6PM
Tuesday	10AM-5PM
Wednesday	12-8 PM
Thursday	10AM-5PM
Friday	10AM-5PM
Saturday.	9AM-12PM

**LIBRARY POLICY REGARDING FINES**

Discussion was held regarding the assessment of fines on overdue library materials. It was determined by the director and board that the practice of collecting fines is not the best way to manage borrowing periods, nor is it fair to patrons with limited incomes. Under the new policy, existing fines for overdue items will be forgiven, and the Dike Public Library will become a fine-free library. Patrons will still be encouraged to return materials on time.

**DIKE PUBLIC LIBRARY BYLAWS REVIEW**

Articles 1-6 in section 1 were reviewed with a change being made to the term of board members from six years to three years.

**CORRESPONDENCE AND ANNOUNCEMENTS:** None

Schmitt motioned to adjourn the meeting, with Juel seconding. Motion carried.

Our next meeting will be held on Tuesday, August 18 at 4:00 pm.

Respectfully submitted,  
Pam Stumberg, Board Secretary

**DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
August 18, 2020**

The meeting was called to order by President Karen Dodd at 4:00 p.m.

**Present:** Karen Dodd, Bob Haugebak, Kathy Juel, Lori Schmitt, Helene Wertz, and Director Billie Dall.

**Agenda-** Juel made the motion to approve the agenda, with Wertz seconding. Motion carried.

**Minutes -** Wertz made a motion, with Juel seconding. Motion carried to approve the minutes with the correction of the by-laws review. Articles 1-6 in Section 1 were previously changed moving the board member terms from 6 years to 3 years. The present handbook pages need to be updated with this change.

**Treasurer's Report:** CD-\$1622.55 (rolled over for 12 months)  
Property Improvement-\$3537.15

## OLD BUSINESS

### COVID - 19

Story time has not been resumed due to Covid-19. At our September meeting we will discuss a possible start up in October. Judy Thompson will be our new story time leader. The State Library of Iowa does not require masks to be worn at this time. This is uncharted territory and may change at some time. The Grundy County Health Department has donated fabric masks for patron use. Director Dall will wash them for reuse. Foot traffic is comparable to SPLY but circulation is down.

### HOURS CHANGE/FINES

There has been a positive response to the hours change. The fines for late check in were removed. Clarification was made to the number of items one patron could check out. 10 movies, 2 sets of DVD's and 45 books per library card are allowed.

## NEW BUSINESS

## GRANT COLLABORATION

Director Dall updated the board on the mini-grant collaboration with the New Hartford Public Library. Books will be passed out in early September.

## STORY TIME

A thank you and gift card was sent to Carole Hickins in appreciation for all her volunteer story time leadership.

## STORY WALK

A story walk is in the works, with assistance from Heidi Biersner. Approval has been given from the City of Dike to use the Kruger-Hemmen Field to erect the laminated signs. Due to the overwhelming response to last years Halloween Party, plans are being made to incorporate a party while maintaining Covid-19 restrictions.

## DIRECTOR PACKAGE/BUDGET

Discussion was made on the Director's wages. The board universally agreed, for employee retention purposes, to increase Dall's wages to net \$400.00 a month, to cover health care costs. This will become effective January 1, 2021. A letter will be sent to inform the Dike City Council of our decision. Motion made by Dodd, Wertz seconded. Motion carried.

## ROOF

The roof project has been successfully completed. Insurance from the roofing company was purchased. A copy of this contract should be placed at the library and City Hall.

## CORRESPONDENCE AND ANNOUNCEMENTS:NONE

Schmitt motioned to adjourn the meeting, with Wertz seconding. Motion carried.

Our next meeting will be Tuesday, September 15 at 4:00 p.m.

Respectfully submitted,

Kathy Juel, standing in for Board Secretary Pam Stumberg

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
SEPTEMBER 22, 2020

The meeting was called to order by President Karen Dodd at 4:00 p.m.

Present: Karen Dodd, Kathy Juel, Lori Schmitt, Pam Stumberg, Helene Wertz, and Director Billie Dall.  
Bob Haugebak -absent.

Agenda- Wertz made the motion to approve the agenda, with Schmitt seconding.  
Motion carried.

Minutes stand approved as read.

Treasurer's Report: CD-\$1622.55  
Property Improvement-\$3,538.27

**OLD BUSINESS**

Dike and New Hartford libraries have jointly used mini-grant funds to purchase books for each elementary student. They will be sent home with the children in late September. The school will take pictures of the students receiving their books for us to release to the newspaper and social media.

**NEW BUSINESS**

The Story Walk project (scavenger hunt), which will provide kids with a safe Halloween season activity, is progressing nicely. We have received permission from the city to place laminated signs at Kruger-Hemmen Field. Plans are currently being made to incorporate a party with social distancing as well.

A discussion was held regarding a letter informing the city council of the board's decision to increase Dahl's wages to net an extra \$400.00 a month to cover health care costs. Several revisions were made, and the letter will be sent out following the board meeting.

Weeding materials from the library collection has begun and will follow a rotating department schedule.

Once again, the library will be welcoming aboard two DNH students from the Work Experience Program. They will help with everyday tasks.

**CORRESPONDENCE AND ANNOUNCEMENTS:** None

Stumberg motioned to adjourn the meeting, with Juel seconding. Motion carried.  
Our next meeting will be held on Tuesday, October 20 at 4:00.

Respectfully submitted,  
Pam Stumberg

DIKE PUBLIC LIBRARY  
BOARD MEETING MINUTES  
SEPTEMBER 22, 2020

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The meeting was called to order by President Karen Dodd at 4:00 p.m.

Present: Karen Dodd, Kathy Juel, Lori Schmitt, Pam Stumberg, Helene Wertz, and Director Billie Dall.  
Bob Haugebak -absent.

Agenda- Wertz made the motion to approve the agenda, with Schmitt seconding.  
Motion carried.

Minutes stand approved as read.

Treasurer's Report: CD-\$1622.55  
Property Improvement-\$3,538.27

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