SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES
February 4, 2026

This meeting will be via Zoom (Z), an accepted internet method of meeting with members who may attend online, if requested.

BOARD MEMBERS PRESENT: Jenny Burkhiser, Dan Cox, Mims Henstorf, Jennifer Jones, Melinda Kirby, Amy Miller, Adam Wright and Chris Wiebold

BOARD MEMBERS ABSENT: Gregg Broermann, Justin Trowbridge, Mary Ann Gibson, and Eric Holste.

ALSO PRESENT: Carrie Falk, Director; Matthew Reagan & Richard Jones-Council Representatives

I. **CALL TO ORDER**: The meeting of the Shenandoah Public Library Board of Trustees was called to order by President Dan Cox at 4:30 p.m. on Wednesday, February 4, 2026, in the Carnegie Room.

II. **PUBLIC FORUM:** none

III. **READING OF THE MINUTES:** The minutes of the past board meeting were read by members through email. A motion to approve those minutes was made (Amy/Melinda) and was approved by board members in attendance.

IV. **COMMUNICATIONS:**

V. **REPORT OF THE DIRECTOR**: A donation of $10,000 was received from the Carnegie Foundation of New York. The Bridges agreement was signed for this year. An average of 347 persons entered the Library each day during the Month of January.

VI. **REPORT OF THE FRIENDS**: The Friends were thanked for paying for several projects and events for the patrons. It is appreciated.

VII. **COMMITTEE REPORTS**:
   - **A. Budget**: Budget is in balance for the year so far.
   - **B. Building:** The Hackberry tree will be removed. The elevator will be done next month.
   - **C. Operations:** none
   - **D. Policy:** Minor grammar corrections were made in the Programs Policy. Motion to adopt changes to the policy (Chris/Amy) were passed unanimously.

VIII. **PAYROLL AND BILLS:**
   - **A.** Motion to pay bills (Amy/Melinda) was made and approved by board members in attendance.

VIX. UNFINISHED BUSINESS:

- **A.** Trustee Training in Red Oak was attended by Carrie, Dan, and Mims. The program informed the group about who oversees the many jobs to be done within the hierarchy —Local Board, Director, District, State. There was a nice group and good treats.
- **B.** A Legislative Visit for our area was held in Coin with Tom Shipley and Devin Wood attending.
- **C.** The results of the Director's Evaluation acknowledged the strengths of the Library under the leadership of our director. Kudos to Carrie.
- **D.** The board discussed aspects of library accreditation. A motion to approve the application for accreditation (Amy/Chris) was made and approved by board members in attendance.

X. NEW BUSINESS:

- **A.** A Public Participation Policy was reviewed and approved (Chris/Melinda) by the board. It is available for the public to read in the Reference section.
- **B.** Carrie is working with the Iowa West Foundation to get a $10,000 grant to help with the purchase of the digital community sign.
- **C.** The process has been started to purchase and install the Everbright in the Children's area.
- **D**. Volunteer Iowa received approval (Jenny/Amy) to present their program which recruits volunteers for programs and sign a Memorandum of Understanding with them for the recruitment of future volunteers for the library.

XI. FUTURE AGENDA ITEMS:

Meeting adjourned by acclamation.

The next board meeting will be Wednesday, March 4, at 4:30 P.M.

Respectfully submitted,
Mims Henstorf, Secretary ____

Dan Cox, President ____