

SHENANDOAH LIBRARY BOARD OF TRUSTEES MEETING MINUTES

April 8, 2026

BOARD MEMBERS PRESENT: Gregg Broermann, Jenny Burkhiser (Zoom), Dan Cox, Mary Anne Gibson (Zoom), Melinda Kirby, Amy Miller, Chris Wiebold (Zoom), Justin Trowbridge, and Adam Wright (Zoom)

BOARD MEMBERS ABSENT: Mims Henstorf, Jennifer Jones, Eric Holste

ALSO PRESENT: Carrie Falk, Library Director; Matthew Reagan, City 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 ~4:35 p.m. on Wednesday, April 8, 2026, in the library's Carnegie Room.
- II. **PUBLIC FORUM:** None
- III. **READING OF THE MINUTES:** A motion was made (Justin/Amy) and passed to approve the minutes of the March board meeting.
- IV. **COMMUNICATIONS:** A nice letter from Marie Yoshinaga who taught watercolor classes at the library was passed around. The Library received the check from the Wilson Trust today.
 - A. **REPORT OF THE DIRECTOR:** The emailed report was read individually before this board meeting.
 - B. **REPORT OF THE FRIENDS:** The Friends Board will meet on Friday, April 10th to discuss and make a plan for what is needed for the Chamber Coffee / Ribbon Cutting on April 22nd.
 - C. **COMMITTEE REPORTS:**
 - a. **Budget:** The Budget is on track.
 - b. **Building:** Still standing
 - c. **Operations:** None
 - d. **Policy:** The Library's Volunteer policy had a few minor additions for clarification on vetting new volunteers. Motion to approve revised Volunteer Policy (Gregg/Amy) approved by all.
 - D. **PAYROLL AND BILLS:** A motion to pay bills, was made (Justin/Gregg) and passed.
 - E. **UNFINISHED BUSINESS:**
 - a. **Amphitheater Sunshade Ribbon Cutting:** discussed who to invite to the event and went over what is being done to prepare for the event.
 - b. **Iowa Open Meeting Webinar:** Carrie previewed the 6 part series and it was decided that the board would watch a part a month at the end of the regular board meeting starting in May.
 - F. **NEW BUSINESS:**
 - a. **Iowa West Foundation Grant:** \$10,000 was received from the Iowa West Foundation for the completion of the Digital Sign at 59 & Sheridan.

- b. **Digital Signs Update:** Enough money has been received to purchase the signs for the project. The Holmes Family has consented to let the Library Foundation use funds from the Robert Holmes Trust to put toward additional costs not covered by the grants received. Carrie has a grant application out with Community First Credit Union and she will be writing a check to cover ½ cost of the invoice to BA Marketing to lock in the price and start the process of acquiring the signs.
- c. **Loitering:** There was discussion about dealing with individuals loitering around the building in the overnight hours. It was discussed that since the library is city property it would be best to adhere to the same rules as other city properties. Carrie will work with the City Manager and Police Chief to locate those rules and evaluate how they work with the library mission..
- d. **New Library Card Design:** Joy unveiled 3 new design options for library cards which incorporate the sunshade and the new logo “Grow Together”.
- e. **New Trustee:** Gregg has a couple of ideas for a new rural trustee and he will approach those individuals to see if they would be interested in serving. Otherwise think of who might be a good candidate and addition to the board as Mary Anne Gibson finishes her twelve years in June.
- f. **Teen Lock-In:** SLP Librarian Bevin has been approached by Jennifer Miller about hosting a lock-in reading fundraiser at the library. The kids would pledge for so many hours of reading and the library would provide the location. They are looking at hosting the event toward the end of the school year and maybe on a Sunday afternoon.

G. FUTURE AGENDA ITEMS:

H. ADJOURNMENT: Motion to adjourn was made and passed unanimously with the meeting adjourned at ~5:20 p.m.

The next board meeting will be held Wednesday, May 6, 2026 at 4:30 p.m.

Respectfully submitted, Carrie Falk, Library Director for Secretary _____

Dan Cox, President _____