SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES
May 6, 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: Gregg Broermann, Jenny Burkhiser, Dan Cox, Mary Ann Gibson, Mims Henstorf, Jennifer Jones, Amy Miller, Chris Wiebold, and Adam Wright.
BOARD MEMBERS ABSENT: Melinda Kirby, Justin Trowbridge, and Eric Holste.
ALSO PRESENT: Carrie Falk, Director; no 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, May 6, 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 by (Chris Wiebold/ Gregg Broermann) and was approved by board members in attendance.

IV. COMMUNICATIONS: Gina Battey wrote a note to the library staff thanking them for the enjoyable time she had while presenting a program. Robin Shirley made decorated cupcakes for the Sunshade Opening event and graciously reduced her regular price.

V. REPORT OF THE DIRECTOR: The emailed report was read individually before this board meeting. The opening of the new Library Sunshade was attended well with many positive comments. The library received Tier 3 Accreditation for the next three years.

VI. REPORT OF THE FRIENDS: The Friends were thanked for organizing and doing much of the "grunt" work preparing for the Sunshade Opening Event. The Board appreciated their efforts.

VII. COMMITTEE REPORTS:

A. **Budget**: Everything is on track with the status of the budget 80% through the year.
B. **Building:** The west windows now need to be tinted to prevent damaging exposure inside from the sunlight. A quote is being prepared with the cost of tinting

the door and each window will have a separate bid depending on the evaluation of how much light will come through each one.

C. Operations: none

D. Policy: The Computer and Internet Policy was reviewed and changes were made to keep the wording current. Motion passed by consent of all present.

VIII. PAYROLL AND BILLS:

A. Motion to pay bills (Amy/Jennifer) was made and approved by board members in attendance. Two bills had not been received at time of printing and will be on next month's tally.

VIX. UNFINISHED BUSINESS:

A. The name of Ellen Christensen was presented to the board as a willing candidate to fill the July vacancy. A motion was made by (Gregg/Amy) to approve Ellen as a board member. All approved.

X. NEW BUSINESS:

A. Duct Cleaning will be done by Lynn Furnace at a cost of $3925.00 with a motion (Gregg/Chris). Motion passed.

B. The site survey is complete for the new digital signage for the Library at the Library's NW corner and the NE corner of Sheridan and Highway 59

C. The current officers will keep their positions. Dan Cox – president, Justin Trowbridge – VP, Mims Henstorf – secretary, Jenny Burkhiser has agreed to act as interim Secretary when Mims is absent.

D. Joy gave a quick review of the Summer Reading Program to start soon. She introduced us all to the new Mascot of the Library, Leafy. The agenda includes indoor and outdoor fun learning activities to stimulate the minds of all the youth in attendance. Badges are chosen for completed participation in the activities. The Board appreciates the extensive work done to prepare the Summer Reading Program, and

E. In Partnership with the RSVP program the library is looking for a volunteer Scheduler.

XI. FUTURE AGENDA ITEMS:

Meeting adjourned by acclamation. Amy/Chris

The next board meeting will be Wednesday, June 3, at 4:30 P.M.

Respectfully submitted,

Mims Henstorf, Secretary ____

Dan Cox, President ____

Following the Meeting, the Board watched the information on Open Meetings and Open Records Part 1 & 2 with the rest to follow in future months.