SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES
June 3, 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: Melinda Kirby, Jenny Burkhiser, Dan Cox, Mary Ann Gibson, Jennifer Jones, Amy Miller, and Chris Wiebold.
BOARD MEMBERS ABSENT: Gregg Broermann, Mims Henstorf, Justin Trowbridge, Adam Wright, and Eric Holste.
ALSO PRESENT: Carrie Falk, Director; Matthew Regan & 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, June 3, 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 (Amy Miller/ Melinda Kirby) and was approved by board members in attendance.

IV. COMMUNICATIONS: Carrie read a note from Suzanne Boin and Faye Rolf that accompanied a gift of bookmarks made using the Diamond Dot technique.

V. REPORT OF THE DIRECTOR: Carrie went over statistics from May. While material circulation was down 18% from May of 2025 the door count was up 106% from May of 2025, with an average of 327 people through the door each day.

VI. REPORT OF THE FRIENDS: No activity.

VII. COMMITTEE REPORTS:

A. **Budget**: On track to end the year with $2,800 unspent in the general fund if Carrie did math correctly.

B. **Building:** Duct cleaning was successful and several toilet repairs have been made. A proposal from Presto-X was received for vole removal from the property. No decision was made and the proposal tabled until the July meeting.

C. Operations: none

D. Policy: The Proctoring Policy was reviewed with no changes made. Motion to accept the policy (Amy/Melinda) and approved by all present.

VIII. PAYROLL AND BILLS:

A. Motion to pay bills (Amy/Melinda) was made and approved by board members in attendance.

VIX. UNFINISHED BUSINESS:

A. We continued with part 3 of the Open Meetings webinar at the end.

B. Carrie will contact Ellen Christiansen to welcome her to the board and set up her trustee training along with sending a letter to the County Board of Supervisors letting them know she has joined the board as our newest rural trustee.

X. NEW BUSINESS:

A. Cormaci submitted the only change order for the Amphitheater Sunshade project in the amount of $15,515.00. It has been paid by the Foundation and there is only the final payment/retainage remaining.

B. The Library received $941.69 from the Norma Jean Warner Trust. We are one of many Iowa libraries with a population of under 7,000 receiving this generous gift.

C. The Library Foundation received a generous gift from the estate of Sally (Eischide) Hopkins which after consulting with Bruce Baldwin, Foundation Treasurer, the check in the amount of $116,136.02 was deposited in Edward Jones in a 2 year CD.

XI. FUTURE AGENDA ITEMS:

Meeting adjourned by acclamation. Amy/Melinda

The next board meeting will be Wednesday, July 8, at 4:30 P.M.

Respectfully submitted,
Carrie Falk for Mims Henstorf, Secretary ____
Dan Cox, President ____

Following the Meeting, the Board watched the information on Open Meetings and Open Records Part 3 with the rest to follow in future months.