SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES
Wednesday, October 7, 2026

BOARD MEMBERS PRESENT: Gregg Broermann, Michael Weber, Jennifer Jones, Ellen Christensen, Mims Henstorf, Melinda Kirby, Amy Miller, Justin Trowbridge, and Jenny Burkhiser.

BOARD MEMBERS ABSENT: Dan Cox, Adam Wright, Chris Wiebold

ALSO PRESENT: Carrie Falk, Director and Council Representative Matthew Regan

I. CALL TO ORDER: The meeting of the Shenandoah Public Library Board of Trustees was called to order by Vice Chairman Justin Trowbridge at 4:30 p.m. on Wednesday, October 7, 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 (Gregg Broermann, Jennifer Jones) and was approved by the board members in attendance.

IV. COMMUNICATIONS: none

V. DIRECTOR'S REPORT: The emailed report was read individually before this board meeting. There was no further discussion.

VI. FRIEND'S REPORT: The Friends are meeting to prepare for the upcoming Annual Book Sale. They have generously paid for the summer reading program pool party and prizes for the Great Reading Challenge using funds that have come from past Book Sale funds.

VII. COMMITTEE REPORTS:

A. **Budget**: The budget remains within its parameters.
B. **Building**: Any repairs or needed adjustments within the building have been made. The roof issues are being addressed.
C. **Operations:**
D. **Policy:** A review for the clarification of a policy wording pertaining to a job description was corrected. Motion was made (Jennifer/Melinda) to approve the policy as presented, passed.

VIII. PAYROLL AND BILLS:

A. Payroll and Bills were presented. Motion to pay bills (Jennifer/Amy) was made and approved by board members in attendance.

VIX. UNFINISHED BUSINESS:

A. Iowa Open Meetings Webinar-Part VI Open Records: Conclusion was postponed to the next meeting.

B. Digital Sign: The corner outside sign has been replaced with signage operated and updated electronically. It is a welcome replacement for the former signage and a noticeable upgrade for the public to receive information about upcoming events. Changes of information can be easily handled electronically.

C. Shay Hockett has been hired as the new Page from a large list of applicants.

X. NEW BUSINESS:

A. Roofing Quotes-Several companies have examined the roof to evaluate what needs to be done. No quotes have been submitted.

B. A motion was made (Gregg/Ellen) to close the library until 2:00 Nov. 6th Friday to allow the staff to attend an in-service meeting in Atlantic. Motion passed.

C. Summer Reading Highlights- Page County Libraries- **Plant a Seed-Read** was the theme and all the libraries saw good attendance at programs and events.

D. Telehealth Tablet-Marion County Public Health-Information about the use of this program will be passed along through brochures. The use of this may be demonstrated at the next Room at the Table.

XI. FUTURE AGENDA ITEMS:

Motion to adjourn meeting (Gregg/Jennifer) was made and passed.

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

Respectfully submitted,
Mims Henstorf, Secretary _____
Dan Cox, President_____