

SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES

October 8, 2025

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, Melinda Kirby, Amy Miller, and Chris Wiebold.

BOARD MEMBERS ABSENT: Eric Holste, Justin Trowbridge and Adam Wright

ALSO PRESENT: Carrie Falk, Director: Jon Eric Brantner, City Council Representative, Jeff Capps, City Council candidate

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, October 8 , 2025**, 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 (Jennifer/Amy) and was approved by board members in attendance.

IV. COMMUNICATIONS: none

V. REPORT OF THE DIRECTOR: The emailed report was read individually before this board meeting. Bevin is teaching the use of the new Community Calendar on Friday and Monday. The Library will need to find another vendor for buying books at a substantial savings as that vendor is going out of business. The expense of buying books will need to be reevaluated considering the new cost to the budget.

VI. REPORT OF THE FRIENDS: The Annual Book Sale will be Oct. 24, 25, and 27. The Friends will pay for the monthly calendar printed in the newspaper and for the Renaissance Art Program.

VII. COMMITTEE REPORTS:

A. Budget: on track

B. Building: The window washer reduced the cost of washing the windows as some of the outside of the windows in the old section could not be reached. Gowing was back to work on a toilet. The elevator failed its inspection. More information is needed on any repair and an extension may be requested.

C. Operations: ok

D. Policy: Motion was made (Jennifer/Chris) and passed for any changes in the Librarian II job description.

VIII. PAYROLL AND BILLS:

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

VIX. UNFINISHED BUSINESS:

A. The Trustee self-evaluation will continue next month.

B. The Sunshade Project is ready for landscaping. However, with the water situation and winter approaching the board decided to simply get grass planted this fall and decide upon further landscaping in the Spring. Motion (Jennifer/Gregg) made and passed.

C. The People Counter is up and running. It was voted last month to pay for its installation.

X. NEW BUSINESS:

A. Our Direct State Aid was received in the amount of \$2,203.30.

B. There were several problems with inappropriate conduct in the Library with students who were then removed from further entry into the library for an extended time period. Disorderly conduct from adult patrons was also a problem and brought to the attention of the SPD.

C. The DOT was contacted about possible regulations or restrictions for the potential signage on the corner of Hwy 59 and Sheridan Ave. As long as it does not have advertising on it, the DOT had no restrictions. Now work begins to find grant money to help fund it.

D. There is a Trustee Training opportunity on Wed. Oct 22 at 6:30. Trustees may contact Carrie if there is an interest.

E. The ILA meeting held in Sioux City report was given by Carrie and Bevin. There were many useful items to come from attendance at several programs. Beat the Blues and Ideas for Winter Wellness were just two of the many ideas the staff was able to consider.

F. The **Annual Report** was presented to the Board with a review of the statistics. There was a motion to accept the annual report. Motion (Greg/Amy) made and passed.

XI. FUTURE AGENDA ITEMS: continued review of Board member self-evaluation, Counters, and plans for Shade project opening event

The next board meeting will be Wednesday, Nov. 5, 2025, at 4:30 P.M.

Motion made to adjourn (Jennifer/Gregg), passed.

Respectfully submitted,

Mims Henstorf, Secretary _____

Dan Cox, President _____