

SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES

December 3, 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, Eric Holste, Jennifer Jones, Melinda Kirby, Amy Miller, and Justin Trowbridge.

BOARD MEMBERS ABSENT: Chris Wiebold and Adam Wright

ALSO PRESENT: Carrie Falk, Director; Jon Brantner Council Representative

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, Dec. 3, 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 (Gregg/Justin) 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. Carrie noted to the directors the numbers for the books checked out in November was significantly down. Several reasons may apply for the drop: the change to a new book supply company with higher costs while looking for a more reasonably priced supplier (therefore fewer books ordered), or the fall months of summer-like weather which permitted patrons to extend their outdoor activities. A new book supplier has been found so hopefully those numbers will return to what we feel is a “normal” checkout number.

VI. REPORT OF THE FRIENDS: Friends are taking a “breather” after setting up for the Annual Book Sale and the Craft Giveaway (both having had great attendance).

VII. COMMITTEE REPORTS:

A. Budget: Waiting for the City “numbers” to review.

B. Building: Carpet will be cleaned by Bopp’s Carpet Cleaning on Martin Luther King Day, which will allow extra time to dry.

C. Operations: none

D. Policy: We will review policies again at the start of the new year.

VIII. PAYROLL AND BILLS:

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

VIX. UNFINISHED BUSINESS:

- A. There is a holiday party (Jan 4 from 4-6) sign up for bringing items. Try to catch it in Carrie's office.

X. NEW BUSINESS:

- A. Grant donations for the Community Digital Sign have been approved by the Greater Shenandoah Community Foundation, Kay M. Anderson Foundation, and First Interstate Bank. Thank you.
- B. Dates are being planned for the Legislative visit at the Coin Library, possibly in January.
- C. Local organizations and individuals have generously donated for the children's area Digital Light Bright board. A complete list of those donating will be available later. Thanks to all.
- D. Trustee training will be January 26th in Red Oak and information about attending will be forthcoming.

XI. FUTURE AGENDA ITEMS:

Meeting adjourned by acclamation.

The next board meeting will be Wednesday, Jan. 7 at 4:30 P.M.

Respectfully submitted,

Mims Henstorf, Secretary _____

Dan Cox, President _____