

SHELLSBURG PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES ON
March 24, 2025 @ 6:00 PM

- Attendees: Kelsey, Martha, Ginny, Angela, Marge, Ed, Tina
- Absent: Tiffany
- Trustee Training conducted 5:30-6:00PM
- Call to Order: Kelsey @ 6:02PM
- Agenda approval: 1st- Tina, 2nd Gini, All approve
- Minutes approval: 1st-Martha, 2nd Angela, all approve:
- Bills: 1st-Ed, 2nd Gini, All Approve
- Public forum: NA
- Correspondence: Fire Department Side by Side Ride Fundraiser- Asking for baked good donations- 3/28th-29
- Library Director's report: Feb was short month, snow day so numbers are lower, sickness affected story hour
- Committee reports:
 - Building Committee: (Tina, Ed, Angela)
 - Keyless Entry Basement / Mechanism Front Door- Spreadsheet updated. Have bids- Look at scheduling in June?
 - Clean off front door- Angela worked on removing residue. Look into painting door?
 - Wax Floor – April 10, 2025 Scheduled 11Am-5PM, will need to move furniture on 4-9 and move back Saturday
 - Technology Committee: Tina, Kelsey
 - Discontinuation of AtMail (4/30/25)- Premier Tech assisting. Domain is released -can add new account- process moving forward
 - Tech Support Contract- Need question on cost answered before vote- table for April meeting
 - Offering Deep Freeze program option- 1 time fee- Deletes and defaults back once patrons logs out
 - Fundraising Committee: Ed, Tina, Angela, Gini
 - Purchase Nomad carrells for computers – 1st-Ed, 2nd Angela, All approve
 - Grants/Fundraising ideas for library updates, (updated furniture, keyless entry, AED)
 - Suggestions for grant research and writing- Table for July Meeting
 - The Foundation Directory (Library IP)
 - City Website List
 - Policy Committee: Kelsey, Ed, Gini
 - Basement Rental & Basement Meeting Room Policy- Met & revising policy & agreement
 - Retention Policy- Review next month
 - Large Donation- Review Next month
 - Personnel Committee: Kelsey, Martha
Nothing to report
- **Old Business**
 - Library Board Positions -1 city positions open- Martha to follow up
 - IA Learns/Workday Learning
 - Memorial Plaque – Updates-Angela updated plaque
 - Other Donation Plaque idea
 - Idea-Garrison library has a bookcase with fake books with names of donator
 - 1st-Kelsey, 2nd Angela, All Approved
 - CD's- Review of CD researched information , Martha doing some further research on CD#2
 - Summer Reading Program Updates
 - Eastern Iowa Aquarium July 1
 - Blank Park Zoo July 22- Requested use of Legion and approved
 - Environmental Group-recycling program July 18th-
 - Bike Helmets Donations – Bike Safety Week Ideas in process

- Independent Contractor -Summer Reading program

-Prep time-up to 20 hrs

- Summer Reading program-

Trinkets/Snacks

Angela- Kwik Star fundraiser request

- Papa Murphys? -Angela

New Business

- Director updates
 - Update on Library Programs
 - Mindful Movement, Crochet Program, Book Clubs, Benton County ISU Extension Programs, craft activity, master gardener (March)
 - ALA State Policy Changes-
 - Keep on eye on State/Federal Funding updates
 - Free furniture offered to Non -profit -library- received multiple pieces of furniture
 - Palo DR- Form signed by Kelsey

Adjourn: 7:29 Pm 1st -Tina, 2nd -Gini, All approve

Next month's Board meeting is scheduled for April 28, 2025 @ 6:00 p.m.

(board members meet at 5:30 for accreditation workshops)

Submitted by Tina Kearns, Secretary