

SHELLSBURG PUBLIC LIBRARY
NOTICE IS HEREBY GIVEN THERE WILL BE A MEETING OF THE BOARD OF
TRUSTEES ON

September 22, 2025 @ 6:00 PM

Training 5:30PM- Attendees: Angela D., Martha T., Kelsey R., Gini C, Tina K. Marge M., Audrey S.

Absent- Ed S.

Meeting Attendees: Angela D., Martha T., Kelsey r., Gini C, Tina K. Marge M., Audrey S.,

Absent - Ed S.

- Call to Order: 6:04 by Kelsey
- Agenda approval: Martha 1st, Gini 2nd, all approve
- Minutes approval: Gina 1st, Tina 2nd, all approve
- Bills:
 - Marge provided a new document - Balance Sheet. Updating the Palo Library CD – cashed out for T&A acct for keyless entry. Library Trust – use for tech and put rest into another CD?
 - August Expense Report Approval - Gini 1st, Tina 2nd, all approve
- Public forum: N/A
- Correspondence: N/A
- Library Director's report: Attached - Patronage down from Summer – kids in school.
- Committee reports:
 - Building Committee: (Tina, Ed, Angela) –
 - Bushes were trimmed, pictures hung, furniture rearranged upstairs and downstairs, underneath the stairs is cleaned out for space to put tables. 4 white tables, 2 heavy tables (would like to get rid of once we get new ones)
 - Would like to get occupancy posted for basement space– Fire Safety code for state of Iowa (Contact State Fire Marshall) - Angela
 - Keyless entry is in use and working!
 - Do we want to name the basement? SPL Event Room for now – think about a set name
 - Technology Committee: Tina, Kelsey
 - Laptop Computer – pricing from Premier Tech – \$375-\$675 – Marge getting a quote
 - Storage (One Drive 5gb) – Do we want to continue with a flash drive backup or look at other options?
 - Fundraising Committee: Ed, Tina, Angela, Gini
 - Thiesens Grant Submitted, will have an answer next month.
 - Free will Donation – for round 3-tiered bookshelf.
 - Policy Committee: Kelsey, Ed, Gini
 - Personnel Committee: Kelsey, Martha
 - Employee Check in
 - New Trustee Packet – Scan hard copy to make digital version
- **Old Business**
 - Library Board Positions -1 city positions open
 - Accreditation and Strategic plan – Due February 2026
- **New Business**
 - Director updates
 - Update on Library Programs
 - Chocolate Walk – Open House Sept 27
 - Margaret Baked goods coming. Drawings for people who update info and sign up for new Library card and showcase the SPL Event room
 - Canvas Painting Oct 8, Adult Craft 16 and 28
 - STEM Activity – Oct 24
 - Friday Crafts Offered 3-5 pm
 - Halloween Party – Oct 31st 5-7 pm
 - Annual Survey Due Oct 31

Meeting Adjourned 7:01pm – all approved

Next month's Board meeting is scheduled for October 27th at 6:00 p.m.

(board members meet at 5:30 for workshops)

Submitted by Audrey Speckner, Secretary