

SHELLSBURG PUBLIC LIBRARY
NOTICE IS HEREBY GIVEN THERE WILL BE A MEETING OF THE BOARD OF
TRUSTEES ON
May 28, 2025 @ 6:00 PM

Attendees: Martha T., Angela D., Ed S., Gini C., Tina K. City Liaison- Lori T.

Absent: Kelsey R., Tiffany B.

Potential members: Audrey S.

Guest: Tracey Wyatt

Training- 5:30 PM

Call to Order: Martha 6:00PM

Guest talk: Defibulator (AED)- Operator is covered under Good Samartan law, AED must be maintained (2x per year). Shelf life 10-15 years.

Benton Country Public Health Grants available- cost is generally \$1500-\$2000

Easy to operate- walks you thru the steps

Will discuss more and look at Grant options

Agenda Approval -1st Ed, 2nd Gini, All Approve

April Board Minutes: 1st- Ed, 2nd -Gini, All approve

Bills: Amended Money (June 2024) approved by City Council to return to specified accounts that it was removed from originally-see email

- City Budget report included in packet
- Would like to look thru accounts/reports prior to start of next FY to align City to Library reporting
- Moved \$ from different accounts to cover tech bill (supplies , cleaning)- Table for Kelsey

Motion to approve bills-1st- Gini, 2nd -Tina- All approve

- Library Director's report: Circulation down a little from last month/down overall for last year
- Basement keyless entry- Tech solutions
 - Subscription?

Front Door- Monday June 2nd

Gini Motion to take \$370 additional momey out of Montgomery CD to cover remaining cost if required, Ed 2nd—All approve- to pay remaining after fundraising to pay for door projects

- Technology Committee: Tina, Kelsey
 - Tech Support Contract & Deep Freeze Contract
 - No longer offers the 5 hour contract block- need to use the 10 hour block-\$ rolls over to next year if not used
 - Have \$ designated in slush fund - would cover payment if nothing left in budget
 - Use Pauline Grovert & Palo donation if needed- 1st- Gini, 2nd- Gini, all approve
 - Deep Freeze- once paid you own the version of software
 - 3 year option for \$162
 - Honoring old rates

- Approve to pay for Deep Freeze /contract in June if we have funds otherwise table until July budget
 - 1st Gini, 2nd -Tina- All approve
- Fundraising Committee: Ed, Tina, Angela, Gini
 - Garage Sale Fundraiser- \$429 raised from bake sale/garage sale
- Policy Committee: Kelsey, Ed, Gini
 - Basement Rental & Basement Meeting Room Policy
 - June Agenda
 - Review Policies for Accreditation
 - Must be complete by Feb 2026
- Personnel Committee: Kelsey, Martha
 - Assistant 1 Position-Open & posted
- **Old Business**
 - Library Board Positions -2 city positions open
 - Audrey S. to complete application for board
 - Council Meeting June 17th
 - Summer Reading Program Updates
 - 48 registered kids
 - Meeting Weds 4th with volunteers
 - May need more volunteers due to high #'s
 - Prizes and books ordered
 - Bike Safety 1st week
 - Snow Cone Truck last day of summer reading- reduced cost for summer reading
 - Custodial Contract
 - 1st approve- Tina, 2nd- Gini, all approve new cleaning contract

New Business

- Director updates
 - Update on Library Programs
 - Mindful Movement, Crochet Program, Book Clubs, Benton County ISU Extension Programs, craft activity, master gardener (May), new presentations
 - July 4 - Holiday Closing
 - July 5th closing- 1st approve-Gini, 2nd -Ed, all approve
 - Accreditation and Strategic plan – Due February 2026
 - ILL Delivery Service
 - Garbage Date Changes-Changing Friday to Monday pick up
 - Will need to determine how/who will put out garbage can
 - Family Fun Night- June 26th @ park
 - Dementia presentation
 - July 9th- Chalk the Walk on Pearl street- Council approved
 - Will confirm with businesses

- CD's- small CD cashed out for door projects. Montgomery CD is due Friday for renewal
 - Motioned to remove \$370 for remaining door
 - 1st-Gini, 2nd-Ed, All approve
 - Montgomery Renew CD @ 6 months

Amnesty Day- Dispose of chairs that didn't sell ?

Central Furniture Rescue?- Gini to call and get info

Meeting Adjourned: 7:53- 1st Gini, 2nd Ed, all approve

Next month's Board meeting is scheduled for June 30th @ 6:00 p.m.

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

Submitted by Tina Kearns, Secretary