

SHELLSBURG PUBLIC LIBRARY

Board Meeting Minutes

August 25, 2025 @ 6:00 PM

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

- **Absent: Ed S. Audrey S.**

Meeting Attendees: Angela D., Martha T., Kelsey R., Gini C, Tina K. Marge M., Audrey S., Ed S., Lori T- City Liaison

- Call to Order: 6:04 PM by Kelsey
- Agenda approval: 1st -Gini, 2nd Tina, all approve
- Minutes approval: Typo on "Aidrey" on minutes. 1st- Approve -Martha, 2nd -Audrey- all approve
- Bills: Library expense reports – Approve explanation of \$5611.66- Approve June expense report- 1st approve- Gini, 2nd Tina, all approve
 - July expense- Check #31124129 of \$691.55 was deposited twice in error in May 2024, however it was not corrected until FY2025
 - Approve Expense report version #1 showing the \$690 removal
 - 1st Approval-Gini, 2nd-Ed, all approve
- Public forum: NA
- Correspondence: NA
- Library Director's report: E books up in June, learned a new report for E books that shows who is waiting for E book. Allows us to connect with those people to see if they want to come in and check out the book.
- Committee reports:
 - Building Committee: Tina, Ed, Angela
 - Keyless Entry Basement Update
 - Contractor coming Weds 8/27 @ 1pm
 - Technology Committee: Tina, Kelsey
 - Deep Freeze Update
 - Contractor Zoomed last week and patron 1 & 2 computer set up
 - Admin Password not working on 3rd computer- Needs to be reset by contractor
 - Waiting for a quote on laptop
 - Fundraising Committee: Ed, Tina, Angela,
 - Thiesens Grant Submitted
 - Like the looks of bookcases seen at Urbana
 - Policy Committee: Kelsey, Ed, Gini
 - Basement Rental & Basement Meeting Room Policy
 - Agreement was finalized and approved in July
 - Personnel Committee: Kelsey, Martha

Old Business

- Library Board Positions -1 city positions open
- Accreditation and Strategic plan – Due February 2026

New Business

- Director updates
 - Update on Library Programs
 - Reading at the Park during Midweek Market, Big Day, Family Fun Night, Pajama Movie
 - STEM Activities
 - Halloween Party- Possible afternoon movie (No School)
 - Chocolate Walk Sept 27th- possible Vendor found
 - Combine with open house- Promote new things happening at library

Meeting Adjourned 7:01PM- 1st-Gini, Ed-2nd

Next month's Board meeting is scheduled for September 22nd at 6:00 p.m.

(board members meet at 5:30 for workshops)

Submitted by Audrey Speckner, Secretary