

CAMANCHE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING

Wednesday, 2/11/2026, at 4:00PM

<https://hello.freeconference.com/conf/call/6701695>

**ROLL CALL:** Shannon McManus, Gail Grim and Dave Bowman in person. Boni Hugunin and Randy Goldbeck via Free Conference meeting online.

**APPROVAL OF AGENDA:** Trustee Bowman made a motion to approve the agenda with an amendment stating that the next Board of Trustees meeting be held on March 11, 2026, as there was no date stated initially. Trustee Hugunin seconded the motion, and it passed unanimously.

**CONSENT AGENDA:** Trustee Bowman made a motion to approve the Consent Agenda as written. The second was made by Trustee Hugunin. All ayes to approve except Trustee Bowman abstained from item #1 as he was not present for that listed meeting.

- 1) Approve Minutes from Board meeting held on 1/14/2026.
- 2) Approve New Bills and Book Orders.
- 3) Approve Financials as submitted.

**DIRECTORS REPORT**

*Financial* - See PDFs sent.

*Personnel/Operational* –

- Employee Update – Director Grim shared a loss of staff due to personal reasons. Discussed the possibility of hiring a Youth Librarian – Discussed the need for part time vs full time.
- Director Grim presented her findings from other Class D libraries, from the hours they are open to how many staff they have, full-time versus part time and their salary structures. Grim shared four options of how our library could benefit from a different structure.
  - Trustee Bowman made a motion to authorize Director Grim to start the hiring process of a Youth Director, Part Time 20 hours a week at \$13 / hour. Trustee McManus seconded the motion and motion carried with all ayes.
  - Trustee Bowman made a motion to allow Director Grim to set the salary structure for the library as shared in Option 4 of her presentation. Trustee Hugunin seconded the motion, and the motion was passed unanimously.
    - 1 FT Director 4PT Clerks (more hours)
    - Director - \$61,800 (3%)

- Processor – 25 hrs - \$16.00 - \$22,100
- ILL Specialist – 25 hrs - \$13.52 - \$8,652.80 + \$5,408.00 = \$14,060.80
- Media Specialist – 25 hrs - \$13.13 - \$9,191.00 + \$5252.00 = \$14,443.00
- Youth Programmer – 20hrs - \$13.13 - \$9,103.47
- New Youth Programmer – 20 hrs - \$13.00 X 16 weeks = \$4195.20
  
- \$125,702.47 + bonus = \$126,648.89 (FY26)
  
- Trustee Bowman made a motion to authorize Director Grim to distribute the bonus to staff as presented, including the staff who just left. Trustee Hugunin provided a second with the motion passing with all ayes.
  - Library Clerk/Youth Programmer Proposed Bonus - \$210.05
  - Library Clerk/ILL Specialist Proposed Bonus - \$216.32
  - Library Clerk/Media Specialist Proposed Bonus - \$210.05
  - Library Clerk/Materials Processor Proposed Bonus - \$320.00
  
- Trustee Hugunin made a Motion to authorize Director Grim to amend the Budget Proposal by Tuesday, Feb 17, 2026, to \$150K by fixing the salary line for the fiscal year ending 2027. Trustee Bowman seconded the motion, and it passed unanimously.

Programming –

- Adult program attendance for January- 98
- Adult programs still to come in February-
  - 16<sup>th</sup> 4:00 – 6:00pm Mahjong for Beginners – Joey Donia to come for KWQC.
  - 18<sup>th</sup> 5:30 – Andrew Kida – Vintage Music
  - 20<sup>th</sup> 6:00 – 8:30pm – Adult Board Game Night (After Hours)
  - 21<sup>st</sup> 10:00am – 12:00pm Diamond Art
  - 24<sup>th</sup> 5:15pm – Adult Painting Party
  - 24<sup>th</sup> 6:30pm – H&B Book Club (After Hours)
  - 25<sup>th</sup> 10:00am – Fraud Prevention – Scam Jam
  - 26<sup>th</sup> 9:30 – 11:00am – Coffee and Donuts with Friends

Collection Development – Director Grim shared that 777 physical materials were checked out along with 537 e-books / audio books.

- Inventory Update – Almost done with LP Fiction purge.
- Moving on to Mystery Fiction section next.

Facilities –

- Nightly Tracking of Patrons – Monthly Update – January – 1,076 patrons

- Bats – Free inspection on Mon. 2/9/2026 Local rep - PrestoX  
Public Works – to install new wire at chimney outside, and barriers inside. (2/10/2026)  
Free inspection – Thursday 2/12/2026 Regional rep - PrestoX
- Public Works – Removed large items from “conference room” to create space.
- Update on four companies and one contractor contacted to work with us on updating library furnishings. Demco, The Library Store, Agati, Home Depot, and Jim Dunmore were contacted.
  - Demco, The Library Store and Agati are compiling floor plans and quotes.
  - Jim Dunmore is coming next week with a Cabinetry professional for measuring, etc.
- Manats – Discussed needing a new quote with no curbs and a drive thru which goes from 2<sup>nd</sup> St to 12<sup>th</sup> Ave. Will revisit this when the quote is available.
- Carpet cleaning quote. \$955. Trustee McManus made a motion to set up a date to have the carpets cleaned. Trustee Bowman seconded the motion it was passed with all ayes.

Children’s Programming –

- Youth program attendance for January – 83 in person and 50 off site at the preschool.
- Temporarily paused for now and will start up again once staffing readjusts.

Misc-

- Update on Friends of the Library meeting held 2/10/2026.
  - A Puzzle Sale was presented for Saturday, 2/28. \$1 per puzzle.
  - Annual Book Sale: March and October. March 14-17, Sat, Mon, and Tues.

**OLD BUSINESS –** None at this time.

**NEW BUSINESS –**

- The Board has one more space to fill. Two people were interested and turned in their applications to the mayor. A new board member should be presented at the next City Council meeting.
- Looking at creating a foundation for the library with the Friends of the Library.

**ADD TO AGENDA**

**LIASONS REPORT:** City Council Liaison Randy Goldbeck advised Grim to work with the City Administrator on any Budget questions.

**PUBLIC COMMENT** (3 min limit). Two members of the public were present but declined to comment.

**NEXT MEETING**

- The Next Board of Trustee's Meeting will be held March 11, 2026, at 4:00PM

**ADJOURNMENT:** President McManus adjourned the meeting at 5:06pm.

**Interested Citizens are invited to attend.**

Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.