

CAMANCHE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING NOTES

Wednesday, July 9, 2025, at 4:00PM

ROLL CALL: Shannon McManus, Bambi Blaess, Boni Hugunin, Gail Grim, Dave Bowman

APPROVAL OF AGENDA: Motion to approve the agenda was made by Trustee Hugunin and seconded by Trustee Blaess. Motion carried with all ayes.

CONSENT AGENDA: Motion to approve the consent agenda as listed was made by Trustee Hugunin and again seconded by Trustee Blaess. Motion passed unanimously.

- 1) Approve Minutes from Board meeting held on June 11, 2025
- 2) Approve New Bills and Book Orders.
- 3) Approve Financials as submitted.

DIRECTORS REPORT

Financial -

- *Financial Update: Director Grim reviewed the invoice from Platinum Information Services and discussed that they are in the process of switching and updating our system.*

Personnel/Operational –

- Employee Update: Director Grim shared that August 12, 2025, will be Markee Low's last day as Seasonal Employee. Director Grim expressed that Markee did a wonderful job with programming and pop-up programs. Markee will be ending her summer hours at the library and will remain an at will employee so she can be called upon for future needs.
- Director Grim reminded the board that she is on Medical Leave on July 23, 2025. Discussed having someone as "Acting Director" when she is not available. It was decided that if there is a personnel issue (staff sick), Trustee Hugunin would be able to come in and sit at the desk and help as needed. If there is a Library emergency, then the staff will call City Administrator, Andrew Kida for assistance. Director Grim shared that she will be working from home with limited hours, answering emails, answering staff questions and scheduling programming.

Programming –

- Programming Update: Director Grim shared that the Summer Reading Program is already halfway through. This week there will be a Shark Exhibit that will be exciting for the families.

Collection Development –

- Inventory Update: Inventory is paused for now, while we join the Clinton County Union Catalog system. This new catalog system is being updated now with the materials we have in the library and the staff being trained on it as they go.

Facilities –

- Nightly Tracking of Patrons – Monthly Update: In June there were 1720 patrons through the door with 1343 items being checked out of the library.

Children's Programming –

- Toddler Time is a huge success! Last Tuesday there were thirty-five people present, which is almost too much for the library to hold. Discussed splitting up Toddler Time into 2 days a week. Director Grim wishes to wait until after summer and when school starts to see if there is still a need for 2 days.
- The Firehose Splash had sixty-three people in attendance and the Petting Zoo had over 288 patrons onsite!

Misc-

OLD BUSINESS –

- Another Library Expansion Presentation has been scheduled for July 30, 2025 @ 2pm at Park Vista. City Liaison Dave Bowman and Trustee's Blaess and Hugunin will be present.

NEW BUSINESS –

- Discussed the City Expansion packet being completed. Will send to Clinton Printing for an estimate on printing 400 packets to start with. Will also reach out to the Friends of the Library to discuss the possibility of their help with postage.
- Discussed other meeting opportunities with people of the community.

ADD TO AGENDA

LIASONS REPORT: City Liaison Dave Bowman shared that the Splash Pad is open and working and gave an update that the construction of Fareway is moving forward.

PUBLIC COMMENT (3 min limit): No public present.

NEXT MEETING

- The Next Board of Trustee's Meeting will be held August 13, 2025, at 4:00PM

ADJOURNMENT: President McManus adjourned the meeting at 4:52pm.

Interested Citizens are invited to attend.

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