

CAMANCHE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING NOTES  
Wednesday, May 14, 2025, at 4:00PM

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

**APPROVAL OF AGENDA:** Motion to amend the agenda to move visitor Janette McMahon up to before the Consent Agenda made by President McManus. Motion to second given by Trustee Goble. Motion approved with all Ayes.

- VISITOR - Janette McMahon, Director of the Dewitt Public Library spoke to us about joining the Clinton County Library check-out sharing system. Which for us, would include swapping out our current Cataloging computer program (Appollo) for one called Insignia – for a cost that would be absorbed by the Clinton County Association of Public Libraries. (Current agreement with Biblionix Appollo was made in January, for \$1870.00) They would send back any unused portion of this agreement. Janette shared the website and information regarding being able to use their Tech Person for issues. Motion made by President McManus to allow Director Grim to start the transition to Insignia. Trustee Goble gave a second and the motion approved with all Ayes.

**CONSENT AGENDA:** Motion to approve the Consent Agenda as listed by Trustee Hugunin. The motion was seconded by Trustee Blaess and approved with all Ayes.

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

**DIRECTORS REPORT**

*Financial -*

- *Financial Update – Nothing to note.*

*Personnel/Operational –*

- Employee Update –
  - Cat is now on the city payroll and is doing well at the library.
  - Director Grim stated that she is scheduled for a knee replacement on July 23, 2025, and she will be off for approx. 4-6 weeks. The Director will comply with Doctor's orders, and report to the Board regarding returning to work following the procedure. Discussed limited hours in the office during the healing process and even the ability to work from home – when discussed and approved by the board. Director Grim agreed.

*Programming –*

- Programming Update –

- Director Grim shared that in May they will have a new program for the High School seniors – Grad Cap Decorating.

Collection Development –

- Collection Update –
  - The Midwest Haiku Rock exhibit will be shared in the library cases on May 23, 2025.
  - The “CatExpress” online subscription has never been used and will not be renewed. That will save \$116.

Facilities –

- Nightly Tracking of Patrons – Monthly Update – April = 1183 with 2108 patrons with library cards and 1235 books/supplies being checked out/circulated.

Children’s Programming –

- *SRP is planned and scheduled. Activities for all ages. SRP scheduled will be shared with schools before the end of the year.*

Misc-

- May 23-24 is the library’s 60<sup>th</sup> birthday party. There will be a 3pm presentation by Dave Bowman on drones, Cupcakes, and the history of the land/building shared.

**OLD BUSINESS** – Nothing to note.

**NEW BUSINESS** –

- Review Fines/Overdue policy especially as it pertains to DVDs. Will table this for now while Director Grim updates the policy. She will present it to the Board when it is ready.

**ADD TO AGENDA** –

- Trustee Hugunin shared notes/ideas that she has about programs and the Library Expansion project.
- Next Library Expansion Meeting is May 20, 2025 @10am at City Hall for anyone that would like to assist with ideas, presentations, and pledges.

**LIASONS REPORT** – City Liaison Bowman shared that the Library Expansion Committee needs to start getting pledges committed to have a chance to get the referendum passed.

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

**NEXT MEETING** - The Next Board of Trustee’s Meeting will be held June 11, 2025, at 4:00PM

**ADJOURNMENT:** Meeting adjourned at 5pm by President McManus.

**Interested Citizens are invited to attend.** Public library board meetings are subject to the Open Meeting Law, Iowa Code, Chapter 21.