

CAMANCHE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Wednesday, December 10, 2025, at 4:00PM

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

ROLL CALL: Amanda Hoerschelmann, Shannon McManus, Dave Bowman, Gail Grim, Boni Huginin via Free Conference. Bambi Blaess arrived at 4:40pm.

APPROVAL OF AGENDA: President McManus made a motion to approve the agenda with an amendment to move the presentations from Steve Shaff and Andrew Grant to directly after the approval. Trustee Hoerschelmann seconded the motion, and it was approved unanimously.

- Presentation by Steve Shaff (Friend of the Library) – Library Expansion Project - possible fundraising companies to help if the referendum is sought after again.
 - Fastforwardlibraries.com – Urbana, IL – would train the library staff and volunteers on fundraising skills.
 - Capital Campaign Management – Fundraising Consultants – Houston, MN, team comes in and collaborates with staff and volunteers.
 - Discussed moving forward with library maintenance and seeing where the library sits in March, as there may be grants available to assist with donations and community studies needed.
- Presentation by Andrew Grant with Verkada – Discussed security systems, cameras, door access, panic buttons. Andrew will work with Tri City to start a preview of the building and make a list of what is needed.

CONSENT AGENDA: Motion to approve the Consent Agenda as listed made by Trustee Hoerschelmann and seconded by Trustee Blaess. Motion passed with all ayes.

- 1) Approve Minutes from Board meeting held on November 12, 2025.
- 2) Approve New Bills and Book Orders.
- 3) Approve Financials as submitted.

DIRECTORS REPORT

Financial - Director Grim shared that there is a bill from Clinton Printing that needs paid. She will discuss with the Friends of the Library and bring back to the board.

Personnel/Operational –

- Employee Update – Nothing to report.

Programming –

- Director Grim invited the Board to stay after the meeting for David Evers Duck Decoy presentation.
- Grim reported having CES preschoolers from the morning class visit today at the library- Cat read them a couple of stories, they got a tour and a take home bag with an activity book, take home craft, a pencil, and a sticker. The afternoon class will be here next week.

Collection Development –

- Inventory Update – Markee was here over Thanksgiving and started the children’s area inventory. She will work with our J-Term students to complete the first go -round. Also, will be weeding most, if not all Books on CD, as they have seen little circulation since 2019.
- New items – 90 items added.

Facilities –

- Nightly Tracking of Patrons – Monthly Update – will report at next meeting.
- New library phone number (563) 259-6011 (might be temporary)

Children’s Programming –

- Misc-
 - There were 660 items checked out –with 124 renewed and 415 eBooks/audio books on Overdrive/Libby
 - We had four new patrons join the library.

OLD BUSINESS –

- Platinum IT – SharePoint conversion clarification – Cloud resource and the service call associated. Will need \$250 for extra cloud storage, a one-time set up fee. Trustee Hugunin made a motion to approve the storage fee; Trustee Blaess seconded the motion, and it passed with all ayes.
- Radon Test Results – November 18 – 21, 2025 - 6 tests completed over 73 hours. The three tests from upstairs indicated there is no need for remedial action at this time. The three tests from the basement were 6.0, 7.5 and 6.0 – all over the 4.0 pCi/L recommendation for test results. And therefore, the recommendation is to conduct either a short- or long-term follow-up measurement. If we consider this a confirming test, then we should take remedial action to reduce these radon levels. (For reference: Tests done in Feb. 2023 results – upstairs, under limit. Downstairs results – 34.4, 41.2 and 44.7 pCi/L – Director Grim will continue to monitor.
- New Air Handler has been ordered and scheduled to be installed at 9:00am this Friday.

NEW BUSINESS –

- City of Camanche Christmas Gathering - December 19, 1:30 – 3:30pm at the bowling alley??? Availability check. Library will close at 1:30pm on this day so the staff can attend.
- Building improvements and updates work group communication to the whole. Show reconfiguration and improvements, concept A and B. Have reached out to Manatt's, waiting to hear back.

ADD TO AGENDA

LIASONS REPORT: City Liaison Dave Bowman shared that this would be his last Board meeting as his term is complete. We thanked Mr. Bowman for his time, guidance, and support during his duties with us. We appreciate him.

PUBLIC COMMENT (3 min limit)

NEXT MEETING

- The Next Board of Trustee's Meeting will be held January 14, 2026, at 4:00PM

ADJOURNMENT: President McManus adjourned the meeting at 5:15pm

Interested Citizens are invited to attend.

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