

Library Board Minutes
September 15, 2025

The Carroll Board of Trustees met in the Community Room at the Carroll Public Library. Trustees present: Dale Schmidt, Brenda Hogue, Marsha Nuckels, Wes Treadway, Ralph von Qualen, Lisa Auen, and Summer Parrott. Trustees absent: Keith Cook and Julie Perkins. Also present: Director Wendy Johnson.

Parrott called the meeting to order at 5:15 pm. It was moved by Schmidt and seconded by von Qualen to approve the agenda. All voted aye. Nays: none. Abstain: none. Absent: Cook and Perkins. Motion passed 7-0.

Minutes Approval: It was moved by Hogue to approve the minutes from August 18th. The motion was seconded by Treadway. All voted aye. Nays: none. Abstain: none. Absent: Cook and Perkins. Motion passed 7-0.

Cook arrived at 5:18 pm.

Financials/Approval of bills: Auen motioned to approve bills. The motion was seconded by von Qualen. All voted aye. Nays: none. Abstain: none. Absent: Perkins. Motion passed 8-0.

Public Comment: none.

Director's Report: Interviews have been conducted for the Program Specialist position with an offer being made and Johnson will be starting staff evaluations. October activities calendar is out with plans in place for no school days and adult programming. Putting DVDs in cases has gone over very well and has helped speed up the process of checking out DVDs.

Old Business: none

Perkins arrived at 5:25 pm.

New Business:

FY25 Annual Statistics report: Johnson went over the circulation statistics for the fiscal year. No board action is needed.

Program Specialist Rate of Pay: Parrott motioned for the starting pay of 80% (\$20.41) per hour for the Program Specialist position. The motion was seconded by Cook. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0.

Policy Review:

Security Cameras and Patron Conduct: Johnson reviewed changes/updates made to the policy. Schmidt moved with a second from Treadway to approve the revised security cameras and patron conduct policy. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0.

Strategic Plan Review: Johnson provided updates on the progress made on the actions in place for the Strategic Plan.

Board of Trustees Continuing Education:

Trustee Handbook Chapter 4- Chapter 4 goes over the Trustees' responsibilities in hiring a new Director.

Agenda Items for Next Meeting:

Board of Trustees Education: Trustee Handbook Chapter 5

Adjourn: Schmidt motioned to adjourn at 6:11 pm with a second from Perkins. All voted aye. Nays: none. Abstain: none. Absent: None. Motion passed 9-0.

Next Regular meeting- 5:15pm October 20, 2025, at Carroll Public Library: Community Meeting Room—118 E. 5th St, Carroll, IA 51401.