

Library Board Minutes

February 16, 2026

The Carroll Board of Trustees met in the Community Room at the Carroll Public Library. Trustees present: Julie Perkins, Brenda Hogue, Marsha Nuckels, Keith Cook, Wes Treadway, Jamie McCool, Kourtney Abbotts, and Summer Parrott. Trustees Absent: Ralph von Qualen. Also present: Director Wendy Johnson.

Parrott called the meeting to order at 5:16pm. It was moved by Hogue and seconded by Parrott to approve the agenda. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Minutes Approval: It was moved by Cook to approve the minutes from January 19, 2026. The motion was seconded by Treadway. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

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

Public Comment: Thank-you treat basket for the staff received from a patron, thank-you cards received for the Reading Tree, and a thank you email from the New Hope staff for work done with their clients.

Election of Officers: Cook accepted the nomination for Board President. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Abbotts accepted the nomination for Board Vice-President. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

McCool accepted the nomination for Board Secretary. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Treadway accepted the nomination for Foundation Liaison. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Parrott accepted the nomination for the Art Selection Committee. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Director's Report: Johnson reviewed the Director's Report; some highlights include interviews that are being set for the page and part-time librarian positions. The furnace is being fixed; the elevator and stairs have been repaired. The full NEA Big Reads grant has been submitted. The pending library legislation was also discussed and how the decisions may affect processes and procedures within the library.

New Business: March Library Board Meeting Date: Johnson will be unable to attend the March 16, 2026, meeting. McCool motioned with a second from Perkins to not have a meeting in March. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Library Trustee Training-September 2026: Misty Gray (state Library consultant) will present a training session for Carroll County Trustee members. No action needed.

Old Business:

Library Donations: The library received a donation of a painting featuring the original facility from a patron.

Policy Review:

Personnel: Perkins motioned with a second from Treadway to approve the recommended changes to the Personnel policy. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Operations & Circulation: Parrott motioned to approve Johnson's recommended changes to the Operations & Circulation policy with the \$2.00 fee for lost cards and a \$5.00 fee for ILL borrowed material. McCool seconded the motion. All voted aye.

Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

3D Printer: Parrot motioned to approve the recommended changes to the 3D printer policy with a second from Hogue. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Material Selection: Parrott motioned to approve the recommended changes to the Material Selection policy with a second by Treadway. All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Board of Trustees Continuing Education Trustee Handbook Chapter 9: Board Relationships with Director, Staff and City. Johnson discussed the importance of cooperation between the library staff, trustees, and the City.

Agenda Items for Next Meeting:

Board of Trustees Education: Trustee Handbook Chapter 10

Adjourn: Hogue motioned to adjourn at 6:29pm with a second from Treadway.

All voted aye. Nays: None. Abstain: None. Absent: von Qualen. Motion passed 8-0.

Next Regular meeting- 5:15pm April 20, 2026, at Carroll Public Library: Community Meeting Room—118 E. 5th St, Carroll, IA 51401.

Keith Cook - President

Brenda Hogue - Recording Secretary