

Spirit Lake Library Board Meeting

October 6, 2025

Present at the meeting: Christa Butler, Roger Brockshus, Carolyn Butterworth, Frank Christenson, Amy Dissmeyer, Matt Early, Tanner Metz, Heather Kalkhoff.

Following a tour of library rearrangement of spaces and building improvements, the meeting was called to order at 5:23 p.m. by president Butler. Minutes of the September 8, 2025, meeting were read by Butterworth. Early moved, seconded by Kalkhoff, that the minutes be approved as read. Motion carried.

Public Comment & Correspondence: None

Financial Report:

Total library revenue for September was \$375.30 to the general fund, with total expenses of \$42,709.72. Friends revenue was \$763.08, with total expenses of \$1,220.43. Motion by Butterworth, seconded by Brockshus, to accept the financial reports. Motion carried.

Director's Report:

- Amy reported on the Iowa Library Association meeting that she attended last week. Topics covered in sessions and in conversations with other librarians included vendors used, particularly for purchasing books, and creation of an "operations manual" to set out standardized/consistent library procedures.
- Weeding of the adult nonfiction collection is complete, and that collection, along with biographies, has been moved in order to accommodate the upcoming changes to expand the children's section. Other rearrangement of various collection categories will be done in order to allow more space for the children's mural area.
- The library will participate in the City's annual Candy Walk to be held Saturday, October 25th from 2 – 4 p.m. Volunteers are needed.
- Friday, October 10, is the last day to take books to the Spencer Rotary book sale.
- Reminders: The library will be closed November 11 in honor of Veterans' Day, and the Dickinson County all-library staff training is Tuesday, Oct 21, in Milford, with Board training beginning at 6:00 p.m.

Old Business: None

New Business:

- It was moved by Christenson, seconded by Early, to amend Section II A of the By-Laws effective January 2026 to read: "Board shall meet on the *second* Monday of every month at 5:00 p.m. in the Spirit Lake Public Library's conference room. Should this date fall on a holiday, the Board will choose an alternative date." This change of the regular meeting date will coordinate better with the City Council's schedule and the availability of the financial reports.
- Issues with the new coin-operated public copier were discussed. At this time, it cannot be used to print from the public computers. Amy is investigating possible solutions.

Trustee Training:

- There was a 15-minute discussion of chapter 6 of Meet Me at the Library by Shamichael Hallman. Discussion followed with possible topics for future training.

The next regular meeting of the library board will be Monday, November 3, 2025, at 5:15 p.m.

Brockshus moved, seconded by Metz, that the meeting be adjourned. Motion carried. Meeting adjourned at 6:22 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary