

Spirit Lake Library Board

Special Meeting

November 21, 2025

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

The meeting was called to order at 4:30 p.m. by president Butler.

The purpose of the meeting was to discuss a transition plan for library staffing due to the resignation of Amy Dissmeyer, effective December 19, 2025, as well as to plan a procedure for advertising and hiring a new director.

Public Comments:

- Breanna Cother and Seattle Sweeny, library staff members, spoke concerning their respective possible roles in the transition plan.

A committee consisting of Butler, Christenson, and Kalkhoff was appointed to bring options for interim staffing to the December 8, 2025 meeting. By consensus, a goal was set to post the application for library director on or near November 24, 2025, with a deadline of January 16, 2026. Interviews will follow the week of January 19 – 23, 2026. The job posting and a job description will be available on library websites, with printed copies at the library, at City Hall, and in local media.

Motion by Christenson, seconded by Brockshus, to move to closed session. Motion carried.

Motion by Christenson, seconded by Brockshus, to move out of closed session. Motion carried.

The next regular meeting will be December 8, 2025, at 5:15 p.m. The agenda was revised to postpone the facility needs discussion.

Kalkhoff moved, seconded by Christenson, that the meeting be adjourned. Motion carried. Meeting adjourned at 5:25 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary