

Spirit Lake Library Board Meeting

September 8, 2025

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

The meeting was called to order at 5:11 p.m. by president Butler. Minutes of the August 4, 2025, meeting were read by Butterworth. Brockshus moved, seconded by Christenson, that the minutes be approved as read. Motion carried.

Public Comment & Correspondence: None

Total library revenue for August was \$34,082.23 to the general fund, with total expenses of \$32,243.92. Friends revenue was \$597.40, with total expenses of \$825.10. Motion by Early, seconded by Butterworth, to accept the financial reports. Motion carried.

Director's Report:

- The Library network equipment was upgraded the first week of August, with new public computers installed the following week. It has taken some additional IT support to get the public computers and their network separated and running smoothly. We are awaiting the arrival and installation of the public copier. One old public computer has been repurposed to run on Chrome OS as the new catalog computer.
- The Friends have called a special meeting for September 15 to review and approve the plan for the "1,000 Books Before Kindergarten" mural and library rearrangement.
- The adult non-fiction area is being weeded, with the criteria of reviewing items that have not circulated in two years. Also some subject areas are being updated, and worn copies of particular titles are being replaced.
- Krista and Amy plan to attend a district training in Sioux Center on Sept. 25. Amy will attend the Iowa Library Association meeting in Sioux City October 1 – 3.
- Amy met with the City Administrator concerning the budgeting process. Staff compensation changes in keeping with the wage step increments adopted in July were approved by the City. Also, at the City's request, the Library will be more involved face-to-face in the budgeting process.

Old Business: None

New Business:

- The December Library Board meeting will be December 8, 2025.
- Motion by Butterworth, seconded by Christenson, to authorize the Library Director to pay time-sensitive bills prior to their approval.
- The Library's Public Comment policy was reviewed. Motion by Christenson, seconded by Brockshus, to adopt the policy. Motion carried.
- The Dickinson County all-library staff training will be Tuesday, October 21, at the Milford Library, with Library Board training being held in the evening. The Library will be closed that day.

Trustee Training:

- There was a 15-minute discussion of chapter 5 of Meet Me at the Library by Shamichael Hallman. Discussion followed with brainstorming on possible equipment and programming ideas that would apply to our library.

The next regular meeting of the library board will be Monday, October 6, 2025, at 5:15 p.m. Agenda will include discussion of chapter 6 of Meet Me at the Library.

Christenson moved, seconded by Early, that the meeting be adjourned. Motion carried. Meeting adjourned at 6:05 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary