

NORELIUS COMMUNITY LIBRARY BOARD OF TRUSTEES REGULAR MEETING

MINUTES from Tuesday, October 28, 2025

Call Meeting to Order-

Roll Call – L. Peterson, J. Hough, B. Bruce, K. Segebart, D. Koch,
Director K. Meyer
S. Velasquez and L. Olsen - absent
Pam Soseman, Jennifer Zupp and Misty Gray were in attendance

I. Additions to the Agenda/Agenda Approval - There were no changes to the agenda and it was approved with J. Hough making the motion and L. Petersen seconded. Motion carried.

II. Approve Minutes of Previous Meeting (attachment 1) The minutes of the September meeting were approved with J. Hough making the motion and D. Koch seconding it. Motion carried.

III. Public Forum (Limit 5 Minutes) – none

IV. Trustee Training-Iowa Library Trustee Handbook, Ch. #15 (attachment 2)
• Intellectual Freedom - Discussion was held.

V. Correspondence and Thank You Notes:

• Letter to A & D Cleaning terminating the contract that will end on Oct 31, 2025,
Thank you notes to: Carmen & Ben Swertzic (donation), Lynne Rupp Clinton (donation), Peterson's Manufacturing (fence), Denison Education Association (donation)

VI. Approve Bills- Signature Page (attachment 3) All attending trustees signed.

VII. Director's Report – Director Meyer (attachment 4)

VIII. Unfinished Business:

A. Strategic plan (attachment 4,5,6,) (discussion)

Misty Grey presented the results of her phone surveys. The board asked questions and discussed what the strategic plan should look like. Most comments were positive and people felt that the library staff was doing a great job. The trustees chose 4 - 5 topics or strategies to focus on in the strategic plan.

IX. New Business:

A. Financial Discussion and Action on renewal of CDs. (attachment 7) A motion was made to renew the CDs for 3 months by K. Segebart and seconded by L. Petersen. Motion carried.

B. Gift money from the Carnegie Corporation of New York - The library was awarded \$10,000. This will be received in 2026.

C. Policy Manual updates (attachment 8) (discussion and possible action) Tabled until the next meeting. Kari M. and Kari S will meet and edit the policies to be presented in November.

X. Monthly Reports

1. Library Accounts (attachment 9)
2. Monthly Library Report - Circulation & Acquisitions/Collection (copy on table)

Committee Reports

- a) Book & Policy (Segebart, Hough, Olsen)
- b) Finance (Bruce, Koch, Velasquez)
- c) Technology (Velasquez, Segebart, Koch)
- d) Facilities (Peterson, Hough, Segebart)
- e) Public Relations (Peterson, Hough, Olsen)

Committees have not met and there were no reports.

Adjourn - L. Petersen made the motion to adjourn and J. Hough seconded and the motion passed.

Next Board Meeting: November 25, 2025 @ 5:15 pm Fireside Room