

**NORELIUS COMMUNITY LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
Monday, August 25, 2025**

**AGENDA**

**Call Meeting to Order-**

Roll Call – S. Velasquez, L. Peterson, B. Bruce, K. Segebart, D. Koch, Laurel Olsen, Director K. Meyer Jeri Hough absent  
• Laurel Olsen was introduced as Sandy Kennedy's replacement.

**I. Agenda Approval** - New Business Item- C. Will not be discussed

**II. Approve Minutes of Previous Meeting** - Motion to approve by Larry P. and seconded by Donna K.

**III. Public Forum** - Guests present - Jessica Garcia and Misty Gray

**IV. Trustee Training-Iowa Library Trustee Handbook** - Information in chapter was discussed as needed

**V. Correspondence-Thank You Notes:** Kari Meyer sent thank you notes to the following people or groups:

- Region XII Counsel of Governments Inc., Connie Thompson, Bill and Pat Menegay, Friends of the Library, Michael Dudding, Janet Iverson

**VI. Approve Bills-** Board Members signed approval page - Motion made by Larry and seconded by Sandy to approve the bills

**VII. Director's Report** – Director Meyer reported on the meetings she had attended and some added programming. In collaboration with LULAC, there will be a "Pathway to Citizenship" class held at the library on Wednesdays for two months for one hour. Edwin Valladares from Iowa Works met with Kari about offering some of his services at the library. The Friends of the Library has sponsored "Savor Iowa's Culinary History" for September 23 at 5:30. Members of the board signed a card for the new state librarian, Brenda Hall

Larry made a motion and it was seconded by Laurel O. to approve the Director's Report.

**VIII. Unfinished Business:**

- A. Roof Repairs (attachment) A motion was made by Donna and Seconded by Kari S. To accept the bid from Innovation Construction for the roof repair.
- B. Open Records and Open Meeting Training Requirement Clarification: *All public officials, newly elected or appointed after July 1, 2025, who are a member of a governmental body, are required to attend training. Individuals who were elected or appointed prior to July 1, 2025, are, however, encouraged to take training to stay up to date and better ensure compliance with Iowa's Sunshine laws, but there is no requirement under H.F. 706 to do so.*

City Manager Jessica Garcia explained the difficulties of the link for the Open Meetings Training. Members of the board can try to get a seat at one of the trainings, but Jessica is trying to arrange a training for all city board members.

- C. Custodial Services - Motion made by Larry and seconded by Laurel to table this matter until next month.

**IX. New Business:**

- A. New Library hours and holiday closings - There was a motion made to close the library at 2:00 on Saturdays beginning in October. It was made by Kari S. And seconded by Laurel O.. There was discussion about the closing of the library to match holiday closings in other departments of the city. This was tabled for this time.
- B. Strategic Plan (attachment and guest speaker)
- District Consultant, Misty Gray - Misty offered options for the long-range plan development. After much discussion, it was decided that phone calls would be used to gain community input. Each board member and the director should develop a list of 5 - 6 people that could be interviewed. Kari Meyer will put the list together before the September meeting. Then the list will be reduced to about 25 people for a diverse group for Misty to call. The final list of names and paperwork needs to be completed before Oct. 8 to follow the proposed timeline.

**X. Monthly Reports.**

1. Library Accounts
2. Monthly Library Report - Circulation & Acquisitions/Collection

**Committee Reports**

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

**Adjourn** Motion made by Larry and seconded by Kari S.

**Next Board Meeting:** September 23, 2025 @ 5:15 pm Fireside Room