



Newton Public Library Board Meeting Minutes

Thursday, June 27th, 4:30 p.m.

Library Meeting Room

Soule called the meeting to order at 4:33pm. Present were Board members Soule, Hutchinson, Baker, Otto, Fuzell. Also present Director Terry, City Administrator Muckler.

Otto moved Agenda Approval. Seconded by Baker. Agenda was approved.

Baker moved Minutes Approval. Soule seconded. Minutes were approved.

April meeting minutes required revisiting for record purposes. Soule moved to approve April Agenda. Hutchinson seconded. April agenda was approved. The April meeting minutes were moved by Soule and seconded by Hutchinson. April minutes were approved. The closure of the library on May 1st was moved by Soule and seconded by Fuzell. The closure was approved. The NPS agreement with Lamb's Grove was moved by Soule and seconded by Fuzell. The agreement was approved.

No Public Comment/Concerns.

Baker moved Approval of Bills. Soule seconded. The bills were approved.

Financial Report – Director reported that library was at 99.5% of spending of budget for FY 2024.

Director Report - Director reported a record year of participation in the Summer Reading program; Seeing over 1500 patrons come through library gates each week. New staffing is underway but been able to quickly fill needs with cross training and solid hires.

City Administrator Report – City Administrator Muckler shared an update on budget timeline for FY2026 planning which aligns library with other city departments. Likely to be in a shortfall with projected rollback, revenue and FY2025 projections. Library levy expires (by law) in FY27 which will cause additional funding pressures. Encouraged the Board to remain very engaged and push for library to be funded as a core city service.

Long-Range Plan- Board will review Capital Improvement items in July.

Building Project- Walk through roofing project done by Studio Melee; Still need final sign off on warranty, but received payment for replacement of damaged meeting room tech etc.

Strategic Planning – survey distribution will begin this month to patrons and via QR code posted in community and at events/farmers market.

Old Business

Begin Director Evaluation – Director will send out updated city evaluation form 6/28. Baker agreed to consolidate Board member reviews.

New Business

Trustee Absence Notification- Director reminded Board that a quorum is needed for official business and to alert of any absence.

Trustee Board Members for FY25 – Otto shared that she will not continue her role on the Board. Board discussed filling the role and whether

Officer Elections for FY25- tabled until July meeting.

Library Board Meeting Dates & Times for FY25- Baker moved to approve the proposed meeting schedule. Hutchinson seconded the motion. The schedule was approved.

Lambs Grove 28E Contracts – Still has not been approved but Director has spoken to administrator. Board advised not to cut off services, but to consider changing agreement in the future to add increased fee/penalty.

Council Liaison & Ward 4 Councilman Update- City Council appointing role in coming weeks, likely to act as liaison to library.

Director shared document with City of Newton Goals for FY26 for information. Director has requested including library on wayfinding signs project.

Agenda Items for next Meeting: Thursday, July 25th, 4:30pm, Library Meeting Room
- City Audit & Library Non-Profits Discussion plus tabled items from June

Otto moved to Adjourn. Soule seconded. The Board adjourned at 6:02pm.