

NEWTON PUBLIC LIBRARY BOARD
MEETING MINUTES
April 24, 2025 4:00 PM Library Meeting Room

Attendance: Baker, Bierman, Braafhart, Hutchinson, City Council Liaison Mills, Library Director Terry

Call to Order: 4:02 PM

Agenda Approval: Moved by Baker, seconded by Bierman and passed to approve the agenda.

Minutes Approval: Moved by Baker, seconded by Braafhart and passed to approve the minutes of the March 27, 2025 meeting.

Public Comments/Concerns: There were none.

Approval of Bills: Moved by Braafhart, seconded by Bierman and passed to approve the bills for payment.

Reports:

Financial Report: Terry noted that the budget currently stands at approximately 79.4%, but will rise next month as orders are placed in the last-minute scramble to complete the budget allotment for the fiscal year.

Director's Report: In addition to the written report, Terry noted several additional items. The library will receive 20% of 80% of the Curtis Jackson Estate. A Van Maanen employee's child passed away and the family wishes to place a memorial bench on library grounds, as their child loved the library and reading. The Arts & Artists Sculpture Tour for 8th graders will be held on May 8th. Docents are needed from 8:30 to 11:30 AM. The hard drive for the security cameras is down. The technology person is coming to address the issue. Video is currently not saved. One patron has been arrested due to non-returned materials. A second patron has \$1,500 worth of materials out and the same process is being initiated now. All cuts to library funding have been posted on the Library's Facebook Page in an educational/awareness manner.

City Report: Mills said there was nothing to report, but added that Children's Librarian Phyllis Peter had done a great job presenting to City Council in March.

Long Range Plan: Terry noted that most is on track, but she is running a bit behind on staff reviews.

Strategic Plan: A strategic planning session will be held during the staff meeting on May 7th from 9:00 to 11:00 AM. Board members are invited to participate.

Old Business:

Rural Library Services for Jasper County: Terry sent an email to the other county librarians last Friday. There will be a May 20th meeting for discussion that Terry will instigate. It is important that all work together on this issue.

Library Cards: Inventory currently includes 500 Blue and 1200 Baby Yoda cards. Samples for new cards were examined, but it was determined that we use up existing stock before ordering new.

New Business:

IMLS & State Funding: Inserts are being circulated to patrons to educate them on the various effects of funding cuts. An example: the Insect Zoo is closing. Cuts will affect small rural libraries the most; 5/8 are active and 3/8 are in the know.

Inter-Library Loaning Audiobooks: Audiobooks were previously not being loaned due to the damage caused to plastic cases during mailing. Moved by Braafhart, seconded by Bierman and passed to loan CD Audiobooks while able.

Lambs Grove 28E Contract for FY2026: Lambs Grove is behind on two payments, but the checks are promised in May. Moved by Braafhart, seconded by Baker and passed to approve the Fy 2026 28E Contract with Lambs Grove.

Budget Amendments: None needed at this time.

Library Mailer: The mailer will be a postcard with more pictures and less writing. The Newton News will print, stamp and mail these. The number will be determined by what is affordable.

Agenda Items for Next Meeting: These include the soffit on the canopy over the south entrance and the landscape discussion, which may now include a memorial bench. Also, Bill Peters at DMACC is reporting a surge in ESL enrollments, which calls for a Spanish (and other languages) collection. Possibilities include bi-lingual story times and ISU materials.

Library Board Open Discussion: Braafhart is working with the Chamber of Commerce to tie elements such as tourism, economic growth, etc. to a county-wide effort.

Next Scheduled Meeting: May 22nd, 4:00 PM, Library Meeting Room

Adjournment: Moved by Braafhart, seconded by Hutchinson and passed to adjourn at 4:47 PM.

Respectfully submitted,
Rita Baker, Secretary ProTem