

Newton Public Library Board Meeting Minutes

September 25, 2025 4:00 PM. Library Meeting Room

Members Present: Soule, Baker, Hutchinson, Bierman, Director Terry, City Administrator Muckler

Call to Order: 4:00 pm

Agenda Approval: Motion by Hutchinson, second by Soule. Motion approved.

Minutes Approval: Hutchinson motioned, Bierman second. Motion approved.

Public Comments/Concerns: There were none.

Approval of Bills: Moved by Bierman, second by Soule. Bills approved.

Reports:

Financial Report: all on track

Director's Report: First grade tours ready to go, 300 puzzles ready soon for Puzzle sale, new state database being added.

Long-Range Plan: More FY27 budget next month, all else on track.

Strategic Planning: Staff Strategic Plan meeting next month. More info then.

Old Business: Baker moved approval of donation and memorial wordage change, Bierman seconded. Motion approved. Library signage will be lit on the closest sign to the building. Bierman moved, Hutchinson seconded approval of outdoor signage. Motion approved.

New Business: Fire suppression system will be discussed/voted on at the next city council meeting. The library emergency response system should be approved by the council this month. Library board by-law edits second approval- motion by Hutchinson, second by Bierman. Motion approved. Terry has approached Officer Wing concerning library security cameras and security issues. More information to come. 2026 library holiday closure dates motioned for approval by Hutchinson, second by Soule. Motion approved. Terry will get a quote for LFI shelves order. Trustees will vote on this via email when this quote is sent. Trustees reviewed chapter 2 in the manual.

Agenda items for next meeting: staff Christmas luncheon plans, signage update.

Adjournment: Moved by Soule. Second by Hutchinson. Motion approved. Adjourned at 4:41.

Next Scheduled Meeting: October 23, 2025 at 4:00 pm, Library Meeting Room

Respectfully submitted by Darcy Soule, Board Secretary