MINUTES
Library Board
5:00 PM - Monday, July 20, 2026
Library, 1101 6th Avenue

The Library Board of the City of Marion, Linn County, Iowa met on Monday, July 20, 2026, at 5:00 PM, with the following members present:

PRESENT:	In Person: Am Thayer, Julie Lammers, Kelsey Logan, Kristen Miller, Melissa Alexander, Ross McIntyre, Sabrina Beyer, and Ryan Norton arrived at 5:03 p.m. Via Zoom: Krystle Mullin, Becky Garms, Bob Read
ABSENT:	Nancy Miller, Bob Hoyt
STAFF PRESENT:	Bill Carroll, Ashley Osborn, Bob Reynolds, Sue Gerth
FRIENDS REP:	Diana Zrudsky
GUESTS PRESENT:	None

CALL TO ORDER
The Meeting was called to order at 5:00 p.m. by Board President, Ross McIntyre

AGENDA APPROVAL

Motion to approve agenda as presented. **(Action Requested)**

Moved by Alexander, seconded by Lammers, to approve the Agenda as presented.
Approved unanimously

INTRODUCTION OF GUESTS

PUBLIC FORUM
This time is set aside for comments from the public. Please understand that the Library Board of Trustees will not take any action on your comments at this time due to requirements of the Open Meetings Law but may do so at a future meeting.
You will have five minutes to address the Board.

LIBRARY SPOTLIGHT

1. June Staff Milestone Anniversaries - Thank you to Erica Gehrke who is celebrating her one year anniversary with the Library.
2. New Board Member Introduction: Kristen Miller introduced herself and Board Members introduced themselves to Kristen.

MINUTES

Motion to approve the June 2026 Meeting minutes. **(Action Requested)**

Moved by Norton, seconded by Mullin, to approve the June 2026 Meeting Minutes as presented.
Approved unanimously

REPORTS

1. Friends of the Marion Public Library Report
    - Diana Zrudsky reported that the Booksale wrapped up this weekend.
    - Over 80 hygiene items were collected for the Food Pantry at the Booksale.
    - Bonnie is working on the budget for FY27.
    - Working on Executive Board transition and annual meeting.

2. Marion Public Library Foundation Report
    - Hilery Livengood submitted a Foundation Report for Board Members as she was absent from this meeting.

3. Board Continuing Education
    - Kristen Miller took part in the require 90 minute training for new Board Members for the Iowa Public Information Board (IPIB) on July 15, 2026.

4. Director's Report
    - Budget Update
        - FY26 budget has concluded. We were underspent in expenses and above revenue projections.
    - Statistics Highlights
        - Programming increased by 4% compared to last year.
    - General Department Updates
        - SLP is going well with great programming!
        - The Big Marion Read Books and yard signs were distributed to Board Members.

Motion to accept all reports 1 - 4 as presented. **(Action Requested)**

Moved by Alexander, seconded by Miller, to accept Reports 1-4 as presented.
Approved unanimously

REGULAR AGENDA

1. State Library Board of *Trustees Handbook* - Intro & Ch. 1 (*Discussion*)
    - Question #1: What are some ways people in the community can use the library besides books?
        - Various Board members answered: Library of Things, Storytime, Social Interaction, Food Pantry, Digital Materials, MakerSpace, Programs, Technology, etc.
    - Question #2: What is the difference between our Library Board and the role of the Library Director?
        - Melissa Alexander answered that the Library Board is responsible for hiring the Library Director and the Director is responsible for Library operations.

    - Ryan Norton said the Board's job is oversight and the Director's job is to get the work done.
- Question #3: As a Board, why is it important to have a variety of people to serve on the Board?
    - Melissa Alexander said this is important to represent the community.
    - Kelsey Logan explained that different educational backgrounds and job experiences can bring different perspectives.

2. Policy Review (*Discussion* and **Action Requested**)
- Bill Carroll explained that the Policy Work Group has decided to meet every other month rather than monthly.
- Distribution and Display Policy - no changes.
- Internet and Computer Policy - Clarifying changes and adding computer as part of the scope.
- Laptop and Tablet Loan Policy - Suggestion from Board to remove the word 'laptop' from section I., III., and IV.
- Photo & Video Recording Policy - no changes.
- Volunteer Policy - Language clean up to correct typos.

Moved by Beyer, seconded by Thayer, to accept Policy changes as amended.
Approved unanimously

3. Purchase Order Approval - Metro Library Network (**Action Requested**)
- Bill Carroll explained that this Purchase Order would cover the annual renewal for shared Library services between the Metro Library Network.
- Bill Carroll also explained that the word 'rent' appears on the invoice, not because we pay rent to the Cedar Rapids Library, but due to how CRPL's budget software tool is set up.
- The PO total for this work is $142,435.53.

Moved by Alexander, seconded by Lammers, to approve the Metro Library Network Invoice Purchase Order.
Approved unanimously

4. Library Board Operation Policy (*Discussion* and Possible Action)
- The Board decided to leave the Library Board Operation Policy as is, no change.

5. Board Officer Elections (**Action Requested**)
- Bill Carroll asked if current officers were willing to re-run for their current positions. They all do.
  Officers:
- President - Ross McIntyre
- Vice President - Kelsey Logan
- Secretary - Becky Garms
- Treasurer - Ryan Norton

Moved by Miller, seconded by Thayer, to reappoint the current Board Officers as FY27 Board Officers.
Approved unanimously

6. Plan of Service Update (**Action Requested** - Request to Receive and File)
- Board Members commented that the updates are great, kudos to staff.

Moved by Norton, seconded by Beyer, to receive and file the Plan of Service.
Approved unanimously

7. Parade Work Group Update (*Discussion*)
- The parade will help promote The Big Marion Read before it's kickoff right after the parade.

ADJOURN

Moved by Alexander, seconded by Lammers, to adjourn at 6:12 p.m.
Approved unanimously

Respectfully submitted by:
Kimberly Cowger, Administrative Assistant