



MINUTES

Library Board

5:00 PM - Monday, July 21, 2025

Library, 1101 6th Avenue

The Library Board of the City of Marion, Linn County, Iowa met on Monday, July 21, 2025, at 5:00 PM, with the following members present:

PRESENT: In Person: Susan Kling, Ross McIntyre, Melissa Alexander, Kelsey Logan, Nancy Miller, Bob Hoyt, Bob Read, Krystle Mullin, Sabrina Beyer, Ryan Norton
Via Zoom: Chelsea Nunn and Becky Garms

ABSENT: Julie Lammers

STAFF PRESENT: Bill Carroll, James Teahen, Kimberly Cowger, Ashley Osborn, Bob Reynolds, Darryn Gradhandt

FRIENDS REP: Sue Hershner

GUESTS PRESENT: Sally Reck, Kara Bullerman and child

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 Read, to approve the Agenda as presented.

Approved unanimously

LIBRARY SPOTLIGHT

Board Member Introductions - Board Members introduced themselves for the benefit of our new Board Members.

ALA PR Xchange Award Presentation - Bill Carroll passed around the PR Xchange award MPL received from the American Library Association.

INTRODUCTION OF GUESTS

Darryn Gradhandt, Patron Services Bookmobile Lead - Darryn gave a presentation that will also be presented to City Council about what the Bookmobile has been doing so far and what plans for the future include.

Kara Bullerman - City of Marion City Attorney - Kara presented on recent updates to

Open Meeting Laws that include:

- Training that must be completed by new Board Members within 90 days of appointment - information on this training will be emailed directly to new Board Members.
- Job Interviews and Performance Reviews must be held in Open Meetings, not closed sessions - Reviews for the Library Director are now being done directly with the Board President with feedback from the full Board.
- Subcommittees are now subject to Open Meeting Laws - Rather than being appointed to Subcommittees, Board Members could volunteer for Work Groups.

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.

No comments.

MINUTES

Motion to approve the June 2025 Meeting minutes. **(Action Requested)**

Moved by Logan, seconded by Kling, to approve the June 2025 Meeting Minutes as presented.

Approved unanimously

REPORTS

1. Friends of the Marion Public Library Report

- Sue Hershner reported that there will be a fundraiser at Villa's Patio on the evening of Wednesday, July 23, 2025. A portion of all sales will go to the Friends.
- At the Dolly Parton Imagination Library Graduation Party on August 23, 2025 all graduates will receive a token for a free Kids book at the Fall Friends Booksale.

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

- None to report.

4. Art Advisory Committee Report

- No Report

5. Finance Committee

- No Report

6. Personnel Committee Report

- No Report

7. Director's Report

- Budget Update - FY25 was closed out with 90% of the budget spent and 135% of revenue received. Thanks to the Zero Based Budgeting that the City of Marion

does, unspent budget dollars are not taken from the next year's budget. Rather these dollars roll back into the City's reserve.

8. Policy Committee Report

- Policy Committee did not meet

Motion to accept Reports 1 - 8 as presented. **(Action Requested)**

Moved by Alexander, seconded by Mullin, to accept Reports 1-8 as presented.

Approved unanimously

REGULAR AGENDA

1. State Library Board of *Trustees Handbook* Intro & Ch. 1 (*Discussion*)

- It was discovered that there were revisions made to the 2021 Edition of the *Iowa Library Trustee's Handbook*. An updated copy will be provided to Board Members at the next Board Meeting.

2. Library Subcommittees (*Discussion*, Direction, and **Action Requested**)

- Article III of the Bylaws of the Marion Public Library Board of Trustees mentions four standing Committees.
- If Committees are changed to Director appointed work groups, the Bylaws will need to be changed.
- Bill Carroll will meet with a work group to discuss and bring a recommendation to the whole Board at the next meeting.

3. Art Donation (**Action Requested**)

- Sally Reck would like to donate a piece of artwork by Fred Easker, to be hung in the Adult Reading Nook.
- The member terms for the ad hoc Art Committee were up on June 30, so this will be a full Board decision.

Moved by Kling, seconded by Alexander, to accept the art donation and display it as the donor suggests.

Approved unanimously

4. Purchase Order Approval - Library Bird-Proofing (**Action Requested**)

- The Library Bird-Proofing project was budgeted as a City Capital Improvement Project.
- The bid received comes in under budget.

Moved by Logan, seconded by Beyer, to approve the Bird-Proofing Purchase Order and authorize Bill Carroll to sign the bid proposal.

Approved unanimously

5. Purchase Order Approval - Metro Library Network (MLN) (**Action Requested**)

- The Board has already approved the Metro Library Network five year MOU.
- Approval is needed for the annual invoice for our library belonging to MLN.

Moved by Alexander, seconded by Norton, to approve the FY26 MLN Purchase Order.

Approved unanimously

6. Library Board Outreach - Fall Parade (Date TBD - September 2025) (*Discussion* and potential action)

- Ross McIntyre would like to see the Library Board involved in the Fall Into Marion Parade, as it would be good community presence for the Library.
- The Parade will be held on Saturday, September 13th.
- While it would be nice to have the bookmobile in the parade, this would require staff involvement, which may be difficult to provide on a weekend.
- Interested Board Members are asked to talk with Ross about the logistics of the Board being in the parade.

7. Library Board Outreach - DPIL Graduation Party (8/23) and Uptown Market (8/9 & 9/27) (**Action Requested**)

- Sign-up sheets were passed around for Library Board outreach volunteer opportunities.

8. Board Liaison Sign-up for MPL Friends Meetings - 5 p.m. 7/22, 9/23, & 11/25 (**Action Requested**)

- A sign-up sheet was passed around for Library Board Liaisons to volunteer to attend Friends meetings.

ADJOURN

Moved by Norton, seconded by Mullin, to adjourn at 6:26 p.m.

Approved unanimously

Respectfully submitted by:
Kimberly Cowger, Administrative Assistant