North Liberty Library
Minutes of the Meeting of the Board of Trustees
June 17, 2025

Trustees Present: Scott Clemons, Cara Flynn, Angela Fogt, Brandy Greene

Trustees Absent: Scott Kramer, Stefanie Munsterman

Other Attendees: Jennie Garner (Director), Andrew Frisbie (Collection Development Librarian)

1. Call to Order

A regular meeting of the Board of Trustees of the North Liberty Library (the "Library") was called to order on June 16, 2025, at 6:32 pm by Scott Clemons, President.

2. Quorum, Agenda

The President recognized the Trustees present and established that quorum was not yet met. Quorum was later met at 6:40 with the arrival of Cara Flynn.

There was an addition to agenda to reflect the anticipated staff presentation by Andrew Frisbie the Library's Collection Development Librarian.

3. Public Comment

None.

4. Staff Introduction / Presentation to the Board

Andrew Frisbie (Collection Development Librarian) provided a presentation on the Library's practices related to the selection, procurement, processing, cataloguing, circulation and weeding of the physical collection. He also discussed current practices related to selection of the electronic materials available to patrons.

5. Approval of the Minutes

The May minutes were reviewed. Upon motion duly made, seconded, and unanimously carried, the minutes of the meeting were approved.

6. Reports

a. Budget

Director Garner provided a brief update on the current budget. She reported that the Library anticipates ending up slightly under or right around the anticipated budget for the fiscal year.

Director Garner also noted the Library will have an unbudgeted expense of around $17,000 for a needed website update. This will be allocated over two years ($8k for FYE 2025 and $9k for FYE 2026). The budget has enough buffer to absorb this additional cost.

b. Director

House File 856 was signed into law on May 27 and its terms went into effect immediately. HF 856 is an Act prohibiting public entities from engaging in certain activities relating to diversity, equity, and inclusion. The Library is coordinating with the city attorney to understand what policy and programmatic changes are needed to comply with this new law.

Library will add a Harm Reduction Vending Machine in the library.

The Library has seen a significant increase in attendance with the summer schedule. The summer reading program has started and had a successful kick-off.

Iowa Adventure Pass is now available and has been popular.

c. Friends

Friends of the Library had annual book sale. They had a successful event, raising around $1700 over three days.

d. Staff Reports

The Board reviewed the written staff reports that were provided to the Board in the meeting packet. There were no questions.

7. Policy Review

Board reviewed and discussed the Library's Internet and Technology Policy. Upon a motion duly made, seconded, and unanimously carried, the Board of Trustees voted to approve the Policy as set forth in the Board packet.

The Board reviewed and discussed the proposed amendments to the Library's Vision Statement and Commitment to Access and Welcoming to reflect the adoption of HF 856. Upon a motion duly made, seconded, and unanimously carried, the Board of Trustees voted to approve the amended Vision Statement and Commitment to Access and Welcoming as set forth in the Board packet.

The Board reviewed and discussed the proposed amendments to the Library's Strategic Plan. Upon a motion duly made, seconded, and unanimously carried, the Board of Trustees voted to approve the amended Strategic Plan as set forth in the Board packet. The Board and Director Garner also briefly discussed the upcoming Strategic Planning process, which will kick-off later this year.

8. Old Business

No old business.

9. New Business

None.

10. Adjournment

The meeting was adjourned at 7:30 pm by the President.

The next meeting of the Board of Trustees will be held on July 21, 2025 at 5:30 pm at the North Liberty Library.

Prepared by Angela Fogt, Secretary.