

North Liberty Library
Minutes of the Meeting of the Board of Trustees
September 15, 2025

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

Trustees Absent: Scott Clemons, Stefanie Munsterman

Other Attendees: Jennie Garner (Director), Melanie Harrison

1) Call to Order

A regular meeting of the Board of Trustees of the North Liberty Library (the "Library") was called to order on September 15, 2025, at 6:30 pm by Scott Kramer, President.

2) Quorum, Agenda

The President recognized the Trustees present and established that quorum was met.

There were no additions to the agenda.

There was a request from the President, to change July to August in the Approval of Minutes section of the agenda.

3) Public Comment

None

4) Approval of the Minutes

The June meeting minutes were approved.

The August meeting minutes were tabled until October 19, 2025, Board meeting as a quorum was not met with those present to approve the August minutes.

5) Staff Introduction / Presentation to the Board

Melanie Harrison, Marketing & Engagement Coordinator.

Ms. Harrison presented to the Board a number of community events held over the summer including the Book Bike at the Remarkable Rig event in North Liberty. She discussed the library space that was created at the Johnson County Fair in July in collaboration with other Johnson County Libraries. Ms. Harrison also spoke about the return of the Iowa Adventure Pass at the end of the summer.

6) Reports

a) Budget

Director Garner provided a brief update on the start of the new fiscal year budget. It is early in the new fiscal year and the library is sitting well to start the new year.

b) Director

i) Staff Updates

Five interviews have been completed and an offer has been extended with an expected hire date set for the beginning of October.

ii) Harm Reduction Machine

Instillation has been completed and the overall response from the community has been positive.

There will be a Harm Reduction Vending Machine Program Awareness Event hosted by the Coralville Library on September 22, 2025, at 9:30 am. Board members are encouraged to attend if able.

iii) Safety in the Library

A firearm was found in study room and turned over to the North Liberty Police Department

A Youth trespass has been served resulting in a one-year suspension for three individuals.

iv) Shout bomb, the SMS text messaging service launched on September 2, 2025.

v) Art Committee

Goal is to have Public Art displayed throughout North Liberty.

Director Garner is working with city staff to create a public art policy.

vi) Palace Project (Lyrarsis)

Discussion to add this service to Digital Johnson County in collaboration with all Johnson County Libraries as it allows for a number of library patrons to have simultaneous access and contains numerous Spanish items.

vii) Director Garner, Jennifer Jordebrek, Nick Shimmin, and Emily O'Sheridan-Tabor will be attending the Association for Rural & Small Libraries (ARSL) Annual Conference in September. Director Garner and Mr. Shimmin will be presenting.

viii) Mayor's Proclamation for Library Card Sign-up Month was made by Mayor Hoffman at the August 2025 City Council Meeting.

c) 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

a) Programs Policy

Updates to the policy were approved by the Board.

b) Collection Development Policy

Policy was approved by the Board.

8) Old Business
None

9) New Business
None

10)Adjournment
The meet was adjourned at 7:11 pm by the President.

**The next meeting of the Board of Trustees will be held on October 19th, 2025 at
6:30 pm**

Prepared by Brandy Greene, Secretary