



LIBRARY BOARD OF TRUSTEES MEETING

Thursday, July 17, 2025 at 6:30 PM

Library Community Room - 805 1st Street East

AGENDA

MEETING OPENING

1. Introduction of Guests
2. Approve the Agenda
3. Approve Minutes

APPROVE BILLS

4. Approve Bills

STATISTICS

5. Statistics Report

NEW BUSINESS

6. Election of Officers
7. Little Free Libraries
8. Strategic Plan

UNFINISHED BUSINESS

MISCELLANEOUS

9. Open Meetings Training
10. Park Update
11. Summer Reading Program Update
12. Board Training
13. Board and Staff Reports

ADJOURNMENT

This agenda is subject to change.

Independence Public Library
Library Board of Trustees
June 19, 2025

The meeting of the Library Board of Trustees was held in the Library Community Room of the Independence Public Library.

Those present at the meeting were Laura Blaker, Nancy Dodge, Emily Ownby, Quentin Stenger, Deb Clark, and Robin Bleichner. Also in attendance, Lisa Lorenzen, Associate Clerk and Bret Weber, City Council Liaison.

The meeting was called to order by Robin Bleichner at 6:31 p.m.

A motion was made by Nancy Dodge seconded by Quentin Stenter to approve the agenda. The motion carried unanimously.

A motion was made by Deb Clark and seconded by Nancy Dodge to approve the minutes with the changes mentioned. The motion carried unanimously.

Bills were reviewed. Motion made by Emily Ownby and seconded by Quentin Stenger to approve the June bills. The motion carried unanimously.

Statistics

The staff reached many kids about Summer Reading with outreach to East Elementary School, Liberty Christian School, West Elementary School, and St John's School.

New Business

None

Unfinished Business

Vision and Mission Policy

A motion was made by Deb Clark and seconded by Nancy Dodge to approve changes to the policy. The vision, mission, and mascot have all changed. The motion carried unanimously.

Miscellaneous

New Resources

New items added to the Library of Things with donations from the IPL Foundation and the Friends of the Independence Library. Thank you very much for the donation. The State Library has offered Brainfuse free for public libraries in Iowa

in the past, but are discontinuing due to cuts and changes in priorities. Instead, they will offer Mometrix, which focuses on test preparation for over 3000 tests.

Facility Update

Laura informed the board that she may be looking for a new cleaning service. Water in basement by water softener. Laura has not noticed this issue in the past but will keep a watch on it.

Homeschool Connections

A survey was sent to families who homeschool their children. We had fifteen returned surveys with suggestions for materials and other ways the library could be helpful to them.

Summer Activities Update

The goal for the summer reading program is 936 participants. Currently there are 880. Minutes read goal is 750,000 with 185,000 minutes read so far.

Board Training

Kanopy app starts in July with over 31,000 videos, series, documentaries and more. Twenty-five tickets per registered library patron per month. Kanopy will be connected to Overdrive and will eventually show up on Libby.

Board and Staff Reports

Laura -Talked about the park north of the library, the trees, and a potential programming and seating area since the grant was not successful. A table and umbrella have been ordered for the area. A Park Committee with Quentin and some library staff members will meet and talk about how to proceed. The committee will communicate with the Parks and Rec Department. The July meeting, election of new officers.

Adjournment

A motion was made by Emily Ownby and seconded by Quentin Stenger to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,
Deb Clark
Secretary

Independence Public Library Monthly Bills July 2025

Item #4.

1	003-410-6210 Dues & Memberships		\$2
2	Rotary Club of Independence (quarterly dues)	\$	157.00
3	Visa Card Services (Des Moines Register, Waterloo/CF Courier)	\$	115.99
4	003-410-6371 Electricity		\$1,293.98
5	Independence Light & Power	\$	1,279.44
6	Mid American Energy	\$	14.54
7	003-410-6373 Communications (Phone & Internet)		\$247.65
8	Independence Light & Power	\$	247.65
9	003-410-6409 Janitorial		\$1,400.00
10	Epic Clean, LLC (July cleaning)	\$	1,400.00
11	003-410-6419 Computer Expense		\$583.00
12	SenSource (Inv# 63450 - patron counter support annual renewal)	\$	228.00
13	Visa Card Services (Keeper renewal & Premiere Elements license)	\$	355.00
14	003-410-6502 Books		\$3,632.47
15	Brodart (Acct#140052, 141792 - Invoices listed below)	\$	1,580.00
16	Baker & Taylor (Acct# L0612272, Inv# 2039151662)	\$	63.49
17	Bakert & Taylor (Acct# L0417982 - Invoices listed below)	\$	795.79
18	Amazon Credit Services (Amazon.com purchases & Prime renewal)	\$	671.66
19	Perma-bound (Inv# 2007700-04)	\$	73.05
20	Penworthy (Inv# 0609208-IN)	\$	332.40
21	Center Point Large Print (Inv# 2167685, 2170860)	\$	116.08
22	003-410-6506 Office Supplies		\$367.16
23	Storey Kenworthy (Inv# 1260532)	\$	36.38
24	Amazon Credit Services (office supplies, bags)	\$	32.67
25	Demco (Inv# 7659250)	\$	161.71
26	Office Express (Inv# 121930-paper)	\$	75.98
27	Capital One/Walmart (Trans# 2117)	\$	60.42
28	003-410-6507 Operating Supplies		\$178.90
29	Amazon Credit Services (clock, lighting fixtures)	\$	94.21
30	Storey Kenworthy (Inv# 1260532, 1264728)	\$	84.69
31	003-410-6530 Programming		\$61.65
32	Visa Card Services (Facebook advertising)	\$	34.77
33	Capital One/Walmart (Trans# 2117)	\$	26.88
34	003-410-6531 Video Recordings		\$509.53
35	Amazon Credit Services (Amazon.com purchases)	\$	509.53
36	003-410-6532 Audio Recordings		\$429.97
37	Blackstone Publishing (Inv# 2202111, 2203860)	\$	429.97
38	003-410-6536 Ebooks		\$1,755.36
39	Overdrive (Inv# CD0649725211140-BRIDGES yearly fee)	\$	1,755.36
40	Total General Fund Expenses for Month	\$	10,732.66 \$10,732.66

41 Brodart Invoices - B7012923, B7012928, B7012957-58, B7012974, B7012997-98, B7013003-005,
 42 B7013009-10, B7013014, B7013016, B7013034-36, B7013109, B7013379, B7013381

Independence Public Library FY26 Budget

Item #4.

Line Item	Beginning Balance	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total	Remaining Balance	Percent Expended
Salaries - Full Time	\$ 198,705.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 198,705.00	0.00%
Salaries - Part Time	\$ 105,971.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,971.00	0.00%
Wages - Overtime	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00	0.00%
ICMA RC - City Share	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	0.00%
Dues & Memberships	\$ 3,400.00	\$ 272.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 272.99	\$ 3,127.01	8.03%
Training in House	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300.00	0.00%
Meetings/Conferences/Miles	\$ 1,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400.00	0.00%
Contract Repair & Maintenance	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	0.00%
Grounds Operation, Maintenance	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700.00	0.00%
Electricity/Gas Utilities	\$ 21,064.00	\$ 1,293.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,293.98	\$ 19,770.02	6.14%
Communications (Phone)	\$ 3,400.00	\$ 247.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247.65	\$ 3,152.35	7.28%
Other Maintenance/Repair	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500.00	0.00%
Property & Casualty Insurance	\$ 28,749.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,749.00	0.00%
Janitorial	\$ 21,000.00	\$ 1,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400.00	\$ 19,600.00	6.67%
Printing & Publishing	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	0.00%
Computer Expense	\$ 7,500.00	\$ 583.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 583.00	\$ 6,917.00	7.77%
Professional Services	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00	0.00%
Library Books	\$ 34,000.00	\$ 3,632.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,632.47	\$ 30,367.53	10.68%
Office Equipment	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250.00	0.00%
Office Supplies	\$ 4,000.00	\$ 367.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 367.16	\$ 3,632.84	9.18%
Operating Supplies	\$ 2,700.00	\$ 178.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 178.90	\$ 2,521.10	6.63%
Postage & Shipping	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	0.00%
Safety Supplies	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00	0.00%
Programming	\$ 8,000.00	\$ 61.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61.65	\$ 7,938.35	0.77%
Video Recordings	\$ 2,750.00	\$ 509.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 509.53	\$ 2,240.47	18.53%
Audio Recordings	\$ 2,500.00	\$ 429.97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 429.97	\$ 2,070.03	17.20%
Ebooks	\$ 5,500.00	\$ 1,755.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,755.36	\$ 3,744.64	31.92%
Audiobooks (Downloadable)	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00	0.00%
Video Streaming	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	0.00%
Totals	\$ 474,789.00	\$ 10,732.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,732.66	\$ 464,056.34	2.26%
Capital Outlay/Equipment	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	0.00%
Capital Outlay/Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%

Independence Public Library Circulation and Usage Report for June 2025

Item #5.

Materials Usage

City of Independence Circulation	4,412
Unincorporated Buchanan County Circulation	2,093
Incorporated Buchanan County w/Libraries	613
Contracting Cities	160
Outside of Buchanan County Circulation (Open Access)	485
Items Loaned to Other Libraries (Access Plus)	38
Total Materials Circulation for Month	7,801

Patrons

Total Number of Patrons for Month	6,485
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Computer & Wireless Headphone Usage

Desktop Computer Usage for Month	358
In-House Laptop Usage for Month	0
Wireless Computer Usage for Month	445
Early Literacy Station Usage for Month	394
Wireless Headphone Usage for Month	28

Library of Things Usage

Activity Equipment	17
Puzzles	39
Hotspots	24
Cake Pans	9

Web Site Usage

Total Visitors	3,553
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BRIDGES Usage

Total Usage	2,146
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Facebook, Civic Send, Instagram & Google Profile

Facebook Followers	3,044
Facebook Total Reach	92,601
Mass Emails/Constant Contact Opened	2,357
Instagram Likes	99
Instagram Followers	590
Google Profile Interactions	627
Google Profile Views	385

Mobile App Usage

Patron Count	386
Usage	1085

Material Additions

Books	294
DVDs	36
VOX Books	1
Library of Things	33
Children's InHouse Puzzles	42
Total Additions for Month	406

Material Withdrawals

Total Withdrawals for Month	36
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Additions Breakdown

Adult Biography & NonFiction = B-5, 000-1, 100-1, 200-1, 300-10, 400-2, 500-2, 600-45, 700-9, 800-1, 900-10
 Adult Fiction = F-80, M-3, SF-22
 Young Adult NonFiction = 300-1
 Young Adult Fiction = YAF-42, Graphic Novel-2
 Juvenile Biography = JB-2
 Juvenile NonFiction = 000-5, 400-1, 500-1
 Juvenile Fiction = JF-13, Graphic Novel -4, Just Right - 3
 Juvenile Easy = Easy-25, BB-3
 VOX Books = JF-1
 Library of Things = Jigsaw Puzzles - 31, Magna-Tiles-1, Fort Building Kit-1
 DVDS = Adult-20, Juvenile-16
 Children's InHouse Puzzles = 42

Withdrawals Breakdown

ANF-5, AF-18, JNF-1, JF-3, JSF-1, JE-3, BB-2, YAF-1, DVD-2

Usage Comparison					
Year	Materials	Patrons	Computer	Web Site	BRIDGES
2025	7801	6485	803	3553	2146
2024	7490	5828	885	3870	1930
2023	8085	5759	772	3614	1772
2022	7473	5348	961	2927	1678
2021	6814	3445	457	2793	1326
2020	2145	428	187	4008	1399
2019	7480	6639	1334	3319	1062

Study Rooms - 56 usages

Library Events (Community Room)

Adult Events & General Interest (All Ages) Events

6/4/2025 Summer Reading Program Kickoff Event - 128 children 14 teens 42 adults
 6/4/2025 Game On! Family Game Night - 25 children 4 teens 16 adults
 6/9/2025 Cards and Convo - 3 adults
 6/12/2025 Barnstorming Babe - 19 adults
 6/17/2025 Dungeons & Dragons for Adults (Tuesday group) - 6 adults
 6/18/2025 Alzheimer's Caregiver Support Group - 10 adults
 6/19/2025 Dungeons & Dragons for Adults (Thursday group) - 7 adults
 6/23/2025 Book Discussion - 10 adults 2 children
 6/24/2025 Daytime Book Discussion - 5 adults
 6/24/2025 Level Up Your Fitness Yoga - 11 adults
 6/25/2025 Craft & Convo - 5 adults
 6/26/2025 Level Up Your Cooking - 11 adults
 6/29/2025 Puzzle Contest - 18 adults 1 teen 8 children

Teen Events

6/6/2025 Minecraft - 13 teens 6 children 2 adults
 6/10/2025 Candy Crush It! Candy Sushi - 9 teens 7 children 1 adult
 6/12/2025 iTAB Opening Meeting - 5 teens 2 adults
 6/22/2025 Dungeons & Dragons for Teens - 7 teens 3 children 2 adults
 6/30/2025 Lego-fy Yourself - 10 teens 5 children 1 adults

Children's Events

6/5/2025 Outdoor Story Time - 35 children 23 adults
 6/11/2025 Zoo to You - 81 children 4 teens 57 adults
 6/11/2025 Creature Feature - 29 children 16 adults
 6/12/2025 Outdoor Story Time - 38 children 20 adults
 6/16/2025 Legos @ the Library - 24 children 4 teens 14 adults
 6/17/2025 Taste the World - 18 children 3 adults
 6/18/2025 Star Lab - 51 children 1 teen 33 adults
 6/19/2025 Outdoor Story Time - 26 children 21 adults
 6/24/2025 Tuneful Tuesdays - 3 to 6 year olds - 31 children 15 adults
 6/24/2025 Tuneful Tuesdays - 7 to 10 year olds - 17 children 2 teens 7 adults
 6/25/2025 Fonziba Drums - 31 children 1 teen 19 adults
 6/26/2025 Outdoor Story Time - 20 children 19 adults

Outreach Programs/Events

6/7/2025 Community Shred Day - 89 adults
 6/10/2025 Reader's Circle @ Lexington Estate - 8 adults

Passive Programs/Events

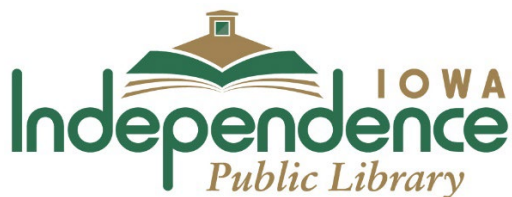
6/9/2025 Maker Monday Suncatcher Kits - 75 kits
 6/18/2025 Name the Salamander - 42 children 5 teens 21 adults
 6/21/2025 Blank Park Zoo ticket giveaway - 38 children 4 teens 14 adults

Virtual Recordings

6/9/2025 Maker Monday Suncatcher Video - 65 views

NonLibrary Events (Community Room)

6/3/2025 B & D Services training - 9 people
 6/20/2025 Full Circle Services meeting - 16 people
 6/25/2025 Pints Water Association meeting - 18 people



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: July 17, 2025

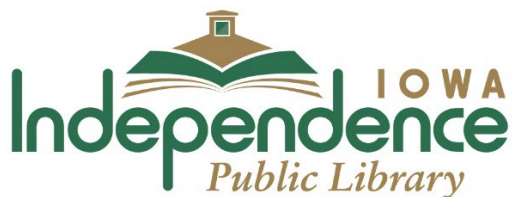
ITEM TITLE: Election of Officers

BACKGROUND:

July is here and the time has come again to elect officers. Current officers are Robin Bleichner, President; Jake Bass, Vice President; and Deb Clark, Secretary.

RECOMMENDATION:

Nominate and elect officers for Fiscal Year 2026.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: July 17, 2025

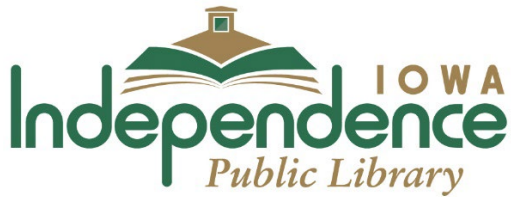
ITEM TITLE: Little Free Libraries

BACKGROUND:

The little free libraries are 8-9 years old. Many need maintenance work, or they need to be replaced or removed.

RECOMMENDATION:

Discuss the future of the Little Free Libraries and think about a plan for the future.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: July 17, 2025

ITEM TITLE: Strategic Plan

BACKGROUND:

The library had 21 strategies as part of our overall Strategic Plan that we worked towards in Fiscal Year 2025 (July 1, 2024-June 30, 2025). We achieved 20 of the 21 goals and will go over those briefly at our meeting. We are currently working on updating the plan.

RECOMMENDATION:

Find out where we are with IPL's Strategic Plan and the progress we have made. Talk about ideas for continual improvement and how to work towards our vision, "To be the heart of the community, where lives are enriched, lifelong learning is realized, and people of all ages connect, engage, discover, and create."

2024-2027 IPL Plan Gantt Chart July 2025				2024 Q1	2024 Q2	2025 Q3	2025 Q4	Status/Comments
	Due FY 24-25	Due FY 25-26	<u>KEY</u> Done Lavender Not yet due White Areas out of our control Aqua					
Pillar			Wide Variety of Opportunities					
Goal			Activities that connect and engage community					
Objective			Offer improvements that increase engagement and interactivity.					
Strategy	x		Incorporate a minimum of four methods to improve engagement in programs/activities by July 2025. *	x	x	x	x	LOT Survey, OBI Survey, books connected with programs, tours (downtown, MHI), contests, engagement on social media
Strategy		x	Increase interest through art updates and an art brochure ready for distribution in FY2026.			x	x	Matting & framing done, waiting on art recognition signage, after that - brochure, due FY26
Goal			Easy access to information, books, and learning tools					
Objective			Develop and implement plans to reduce barriers for our service population.					
Strategy	x	x	Support technology use by assisting people individually as needs arise, evaluating the service by tracking the needs and success rate in FY25.	x	x	x	x	Just-in-time help for patrons, continuing to track and look at patterns/needs
Strategy	x		Update way-finding signage and collection arrangement to provide improved public access in FY25.	x	x	x	x	Updated and improved signage, staff picks/new books changes. Flipped the audios/DVDs, moved puzzles
Objective			Increase access to early literacy for children up to age six.					
Strategy	x		Promote early literacy in at least six ways through FY25 and FY26.**	x	x	x	x	Story time, just right books, books for PS classrooms, AWE stations, reading @ preschools - outreach, 1000 BBK
Strategy			Thirty 1000 Books Before Kindergarten graduates by October 2025.	x	x	x	x	Currently 29 graduates, due FY26

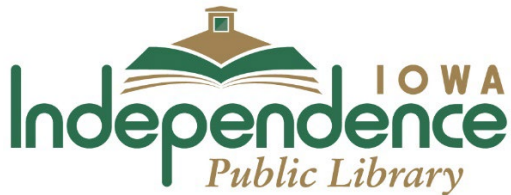
2024-2027 IPL Plan				2023 Q1	2023 Q2	2024 Q3	2024 Q4	Status/Comments
	Due FY 24-25	Due FY 25-26	KEY Done Lavender Not yet due White Areas out of our control Aqua					
Pillar			Relevant Services					
Goal			Relevant, up-to-date Collection					
Objective			Provide a relevant physical collection that meets the informational and recreational needs of our community.					
Strategy	x		Assess Library of Things collection with usage reports and feedback by Dec. 2024.	x	x			Did survey and assessed circulation
Strategy	x	x	Make possible changes and funding plans for modifications to the Library of Things collection by March 2025.		x	x		Purchasing plans for additions are in place - foundation & friends, many items purchased
Strategy			Explore sustainability and viable solutions of long-term collection development by Nov. 2025.	x	x	x	x	Continuing to work on this, due FY26
Objective			Maintain and provide a relevant virtual collection that meets the informational and recreational needs of our community.					
Strategy	x		Evaluate BRIDGES demand and develop plan to improve downloadable book and audiobook access by February 2025.	x	x	x		Leveraging IPLF Funds for BRIDGES, more frequent purchasing to catch hot items and reduce wait time.
Strategy	x		of action to fit our budget and meet our community's needs by Oct. 2025.			x	x	Will be going with Kanopy video streaming in FY 26
Goal			Services that Meet our Community's Needs					
Objective			Enhance services for those who are physically and/or mentally challenged and unable to come to library					
Strategy	x		Offer outreach and/or access to materials to three or more populations who likely would not be able to use the library otherwise. Fiscal years 2025 and 2026.***	x	x	x	x	Books to preschools on weekly basis, books to care centers, items to homebound, program outreach for care centers, adult daycare, etc
Strategy	x	x	Increase awareness of possible homebound patrons, implementing at least two new modes of awareness by April 2025.	x	x	x	x	Bookmarks available at Falcon Civic Center, letter and bookmarks mailed to churches, pharmacies, KarTay apts
Objective			Evaluate current and potential future services to determine relevancy					

Strategy	x		Evaluate overall computer and technology services to meet the current needs of our service population by March 2025.	x	x	x		Brainstormed/discussed the needs, found plan to use as template
Strategy			Create and implement a technology services plan by October 2025.		x	x	x	Working on plan, have template
Strategy	x	x	Explore credit card services and implement, if feasible, by January 2025.		x	x		City changing financial systems - unable to move forward, will adopt CC if feasible after that

2024-2027 IPL Plan				2023 Q1	2023 Q2	2024 Q3	2024 Q4	Status/Comments
	Due FY 24-25	Due FY 25-26	KEY Done Lavender Not yet due White Areas out of our control Aqua					
Pillar			Community Partnerships					
Goal			Enhanced Partnerships within the Community					
Objective			Strengthen partnerships with organizations and businesses					
Strategy			Improve submission of news for the Community Kiosk to an average of six organizations per month by September of 2025.	x	x	x	x	Still working on it, email reminders monthly, will create slides if people fill out info form
Objective			Strengthen partnerships with schools and homeschool families					
Strategy	x	x	Partner with ICSD in regards to four projects during 2024-2025 school year. (Ex - Community Kiosk, Letters to Vets, Silver Cord, etc)	x	x	x	x	Veteran Thank yous, Community Kiosk, Silver Cord, work with ICSD student, summer music - ICSD teacher
Strategy	x	x	Partner with other area schools (St. John's, Liberty Christian) with at least two total projects during 2024-25 school year.	x	x	x	x	Winter Reading Program @ SJ, pull books for LC, SRP promos for both
Strategy	x	x	Connect with homeschool families to share resources and open the door for feedback and collaboration in three or more methods during the 2024-25 school year.		x	x	x	survey done, formed email group, communicated about next steps, planning STEAM activity
Goal			Community involvement in library programming and collections					
Objective			Develop Active Teen Group					

Strategy	x	x	Establish active group of at least four 7-12 grade students by May 2025.		x	x	x	Applications, meetings, 5-6 committed students
Strategy		x	Teen group will work to benefit the library in at least two ways by August of 2025.		x	x	x	Working on programming and material ideas from teens, due FY26

2024-2027 IPL Plan				2023 01	2023 02	2024 03	2024 04	Status/Comments
	Due FY 24-25	Due FY 25-26	KEY Done Not yet due Areas out of our control Lavender White Aqua					
Pillar			Enhanced Marketing					
Goal			Increased public awareness and support					
Objective			Effectively demonstrate the value of the library to the community.					
Strategy	x	x	Maintain social media engagement levels at 9% for fiscal year 2025 and 2026.	x	x	x	x	11.59% FY2025 thru June
Strategy	x	x	Share information, services, and opportunities through a year-long campaign to increase public awareness and demonstrate the library's value in FY25.	x	x	x	x	What you saved photos/ article, reports to city council, Oaklee, statistical snippets, annual report, wishlist
Objective			Demonstrate Support for the Community					
Strategy	x	x	Encourage all staff to represent the library by volunteering a minimum of two hours in the community each fiscal years 2025-2026.	x	x	x	x	Staff members each volunteered 2 hours or more.
Strategy	x	x	Library presence at a minimum of two community events in fiscal year 2025 and 2026.	x	x	x	x	Holidays at Depot, Jingle on Main, Farmers Market
Strategy	x	x	Use three or more ways to share non-library information, especially community events and news in fiscal year 2025.	x	x	x	x	Facebook, digital sign, community kiosk, bulletin board



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: July 17, 2025

ITEM TITLE: Open Meetings Training

BACKGROUND:

The Iowa Public Information Board (IPIB) has posted details for its first scheduled open meetings/open records training in accordance with HF 706, which is a new law requiring all new members of governmental bodies to complete this training.

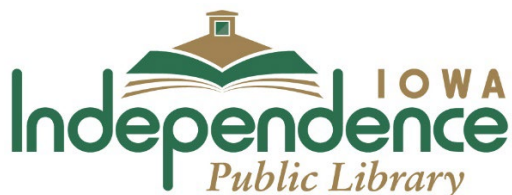
The training will occur on Friday, August 15, from 12-1:30PM and registration can be done here: <https://ipib.iowa.gov/events/newly-elected-and-appointed-officials-training>

The law requires newly elected officials and newly appointed members of boards/commissions that are considered governmental bodies (such as Library Boards) to complete the training. Newly elected or appointed members should do this immediately, but it would be a good idea for everyone to go through the training.

Additionally, the City is required to maintain (and make available for public access) a certificate of completion for each member. With that in mind, please be sure to submit that to Susi Lampe, City Clerk, if you attend this training session.

RECOMMENDATION:

Register for this or a future IPIB trainings about open meetings/open records law to comply with the new law, HF 706.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: July 17, 2025

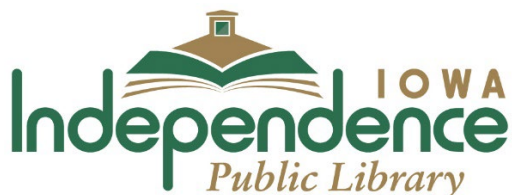
ITEM TITLE: Park Update

BACKGROUND:

The Park Committee, consisting of Laura Blaker, Vonnie Hoskins, Toni Smedley, and Quentin Stenger, are planning to meet Wednesday evening. The agenda consists of some brainstorming and considering what we may want to do next, as long as it is ok with the Parks and Rec Department, in the green space north of the library.

RECOMMENDATION:

Discuss what happened during the meeting and share thoughts about the green space north of the library.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: July 17, 2025

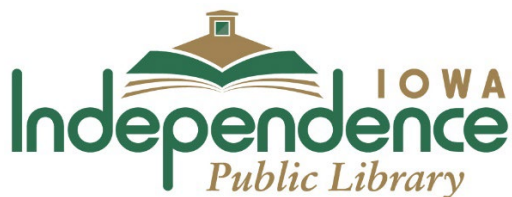
ITEM TITLE: Summer Reading Program Update

BACKGROUND:

Summer is flying by with Level Up at Your Library! It's been a great summer so far with the reading, programs, and engagement. We have 994 people registered for the reading program as of the morning of July 15, which has surpassed our goal of 936 registrations. We are still working on the goal for the number of minutes read, as we are around 550,000 and are hoping to get to 750,000.

RECOMMENDATION:

Talk about the summer reading program!



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: July 17, 2025

ITEM TITLE: Board Training

BACKGROUND:

An important part of being a library trustee is taking part in a variety of board development training. It is also a requirement for accreditation with the State Library of Iowa.

RECOMMENDATION:

The board will take part in training applicable to their roles and responsibilities.