

LIBRARY BOARD MEETING

Thursday, January 15, 2026 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. Library Director Evaluation
7. BCCF Grant

UNFINISHED BUSINESS

MISCELLANEOUS

8. County Funding & Advocacy
9. Library Park and Fundraising
10. Lamont Public Library
11. Library Board Training
12. Board and Staff Reports

ADJOURNMENT

This agenda is subject to change.

Independence Public Library
Library Board of Trustees
December 18, 2026

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

Those present at the meeting were Laura Blaker, Emily Ownby, Jake Bass, Quentin Stenger, Nancy Dodge, and Matt Rittgers. Also in attendance, Bret Weber, City Council Liaison and Michelle Nejdl, Deputy Clerk.

Meeting was called to order by Jake Bass at 6:30 p.m.

A motion was made by Emily Ownby seconded by Quentin Stenger to approve the agenda. The motion carried unanimously.

A motion was made by Quentin Stenger seconded by Matt Rittgers to approve the minutes as written. The motion carried unanimously.

Bills were reviewed. A motion was made by Nancy Dodge seconded by Emily Ownby to approve the bills. The motion carried unanimously.

STATISTIC

The library only has four Hot Spots. Laura contacted U. S. Cellular and seven new Hot Spots were ordered. There will be a continuation of the library's current contract with them. Purchase cost was \$100/Hot Spot and \$29/month for use.

The library was given a Memory Kit and it is being set up for use.

NEW BUSINESS

Collection Development Policy

A motion was made by Quentin Stenger seconded by Emily Ownby to adopt the discussed changes. The motion carried unanimously.

Interlibrary Loan Policy

A motion was made by Nancy Dodeg seconded by Quentin Stenger to approve the changes to the policy. The motion carried unanimously.

UNFINISHED BUSINESS

MISCELLANEOUS

Staff Development

- The library will not close on January 7th for Microsoft training as previously planned. This is not the appropriate time. It will be closing early on January 14, 2026, for staff development.

Library Director Evaluation

- The Director's evaluation is to be done before the next meeting January 15. Laura will send link to the Board members and they will complete the evaluation on line. Results will be compiled.

County Funding

- The County Supervisors received a handout showing the status of library services, a comparison to other counties, a history of funding, and request for funding for 2027. Board members were asked to share the information and encourage library users to contact the County Supervisors by January 16th explaining how much they use the library and that they support the request.

Building and Grounds

- Mark Hyman has been hired to do the sidewalk snow removal.
- The library received the McElroy Grant for \$6300. This is for the green space by the library but we must match the amount by the end of June. There are plans for fundraising. An application to the Buchanan County Foundation will also be filed.

Programming

- The library has been active with holiday programming: Jingle on Main, Ho Ho Holiday, Cinema Saturdays, and Frosty's Workshop. They have been very successful.
- Plans are in the works for a Winter Reading Recharge starting January 2, One Book Indee (to be announced Jan. 21), and Cake Wars during January.

Library Board Training

- The training covered the Board's Advocacy for both the County's Library Funding and sharing the IPL year in review. They were shown how to easily see how much money they saved by using our library service. The Board was encouraged to show patrons how easy it is to access the information.

Board and Staff

- Laura shared that the staff delivered treat bags/baskets to all the city departments telling them that they all make a difference. This was to act on the goal of supporting other city departments.
- Several board members terms of service will be ending and they were encouraged to consider continuing their service.
- Insurance cost for 2027 has risen to \$39000 a year which is \$6000 more than what we had in our preliminary budget.
- Laura will be on vacation December 22-January 2, 2026, and January 22-February 2, 2026.

ADJOURNMENT

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

The meeting adjourned at 7:25 p.m.

Respectfully Submitted

Nancy Dodge

Secretary Pro-Tem

Item #3.

Independence Public Library Monthly Bills January 2026

Item #4.

1	003-410-6210 Dues & Memberships	\$2
2	Visa Card Services (DM Register, W/CF Courier)	\$70.00
3	Rotary Club of Independence (quarterly dues)	\$157.00
4	003-410-6320 Grounds Operation & Maintenance	\$148.00
5	CC's Floors and More (Inv# 1940 - snow removal)	\$148.00
6	003-410-6371 Electricity	\$1,773.84
7	Independence Light & Power	\$1,694.44
8	Mid American Energy	\$79.40
9	003-410-6373 Communications (Phone & Internet)	\$14.00
10	Independence Light & Power	\$14.00
11	003-410-6409 Janitorial	\$1,635.00
12	Midwest Janitorial (Inv# 258422)	\$1,635.00
13	003-410-6419 Computer Expense	\$439.00
14	EBSCO (Inv# 91011038630 (part) - LibraryAware renewal)	\$439.00
15	003-410-6502 Books	\$1,188.62
16	Brodart (Acct#140052 - Invoices listed below)	\$425.95
17	Amazon Capital Services (Amazon.com purchases)	\$590.25
18	Perma-bound (Inv# 2028896-00)	\$39.84
19	Cengage Learning Inc. (Inv# 999107116140, 999101804487, 999101814465)	\$132.58
20	003-410-6506 Office Supplies	\$103.78
21	Demco (Inv# 7732985, 7733490)	
22	Amazon Capital Services (calendar, bookmarks)	\$63.41
23	Storey Kenworthy (Inv# 1299295)	\$40.37
24	003-410-6507 Operating Supplies	\$100.23
25	Amazon Capital Services (HDMI cable, hotspot case)	\$47.94
26	Storey Kenworthy (Inv# 1298681)	\$52.29
27	003-410-6508 Postage	\$234.00
28	Visa (postage stamps)	\$234.00
29	003-410-6530 Programming	\$548.28
30	Visa (Facebook advertising & supplies)	\$355.96
31	Amazon Capital Services (supplies)	\$192.32
32	003-410-6532 Audio Recordings	\$281.00
33	Blackstone Publishing (Inv# 221844, 2222217, 2222299)	\$281.00
34	Total General Fund Expenses for Month	\$6,692.75
		\$6,692.75

35 Brodart Invoices - B7131577, B7131603-05, B7131624-25, B7131645, B7131647-51, B7131745-46, B7131809, B7132022, B7132417, B7132453 B7109106, B7109254, B7109257, B7109266-67, B7109273, B7109292-94,

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	\$ 15,249.60	\$ 15,249.60	\$ 15,249.61	\$ 22,874.42	\$ 15,273.60	\$ 15,273.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99,170.44	\$ 99,534.56	49.91%		
Salaries - Part Time	\$ 105,971.00	\$ 8,154.34	\$ 8,380.63	\$ 7,552.69	\$ 11,487.83	\$ 7,486.03	\$ 7,600.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,661.61	\$ 55,309.39	47.81%		
Wages - Overtime	\$ 750.00	\$ 26.38	\$ -	\$ -	\$ 11.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38.17	\$ 711.83	5.09%		
ICMA RC - City Share	\$ 3,000.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 235.50	\$ 157.00	\$ 116.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 979.50	\$ 2,020.50	32.65%		
Dues & Memberships	\$ 3,400.00	\$ 272.99	\$ 186.99	\$ 77.99	\$ 32.00	\$ 236.00	\$ 1,007.80	\$ 227.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,040.77	\$ 1,359.23	60.02%		
Training in House	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ 24.95	\$ 275.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 299.95	\$ 0.05	99.98%		
Meetings/Conferences/Miles	\$ 1,400.00	\$ -	\$ -	\$ 295.00	\$ -	\$ 443.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 738.98	\$ 661.02	52.78%		
Contract Repair & Maintenance	\$ 5,000.00	\$ -	\$ 122.38	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 322.38	\$ 4,677.62	6.45%		
Grounds Operation, Maintenance	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270.00	\$ 148.00	\$ -	\$ -	\$ -	\$ -	\$ 418.00	\$ 282.00	59.71%		
Electricity/Gas Utilities	\$ 21,064.00	\$ 1,293.98	\$ 1,497.71	\$ 1,505.63	\$ 1,373.67	\$ 1,575.05	\$ 1,512.77	\$ 1,773.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,532.65	\$ 10,531.35	50.00%		
Communications (Phone)	\$ 3,400.00	\$ 247.65	\$ 246.75	\$ 249.50	\$ 248.15	\$ 250.70	\$ 252.80	\$ 14.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,509.55	\$ 1,890.45	44.40%		
Other Maintenance/Repair	\$ 3,500.00	\$ -	\$ 120.00	\$ -	\$ 21.61	\$ -	\$ 320.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 461.82	\$ 3,038.18	13.19%		
Property & Casualty Insurance	\$ 28,749.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,749.00	\$ 0.00			
Janitorial	\$ 21,000.00	\$ 1,400.00	\$ 1,051.00	\$ 1,300.00	\$ 1,635.00	\$ 2,253.00	\$ 1,635.00	\$ 1,635.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,909.00	\$ 10,091.00	51.95%		
Printing & Publishing	\$ 1,000.00	\$ -	\$ -	\$ 75.00	\$ -	\$ 281.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 356.63	\$ 643.37	35.66%		
Computer Expense	\$ 7,500.00	\$ 583.00	\$ 4,178.53	\$ 208.53	\$ 535.52	\$ 953.74	\$ 1,621.87	\$ 439.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,520.19	\$ (1,020.19)	113.60%		
Professional Services	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00	\$ 0.00			
Library Books	\$ 34,000.00	\$ 3,632.47	\$ 2,362.74	\$ 1,656.75	\$ 2,682.61	\$ 2,818.30	\$ 2,345.11	\$ 1,188.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,686.60	\$ 17,313.40	49.08%		
Office Equipment	\$ 250.00	\$ -	\$ -	\$ 291.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 291.00	\$ (41.00)	116.40%		
Office Supplies	\$ 4,000.00	\$ 367.16	\$ 404.94	\$ 210.99	\$ 58.14	\$ 560.59	\$ 369.84	\$ 103.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,075.44	\$ 1,924.56	51.89%		
Operating Supplies	\$ 2,700.00	\$ 287.50	\$ 185.82	\$ 588.37	\$ 52.76	\$ 95.86	\$ 297.70	\$ 100.23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,608.24	\$ 1,091.76	59.56%		
Postage & Shipping	\$ 500.00	\$ -	\$ 87.95	\$ -	\$ -	\$ -	\$ -	\$ 234.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 321.95	\$ 178.05	64.39%		
Safety Supplies	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00	\$ 0.00			
Programming	\$ 8,000.00	\$ 61.65	\$ 160.00	\$ 1,166.58	\$ 211.95	\$ 249.45	\$ 244.88	\$ 548.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,642.79	\$ 5,357.21	33.03%		
Video Recordings	\$ 2,750.00	\$ 509.53	\$ 58.94	\$ 267.63	\$ 89.17	\$ 206.30	\$ 150.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,282.33	\$ 1,467.67	46.63%		
Audio Recordings	\$ 2,500.00	\$ 429.97	\$ 207.85	\$ 253.83	\$ -	\$ 198.39	\$ 239.75	\$ 281.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,610.79	\$ 889.21	64.43%		
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	\$ 34,428.58	\$ 34,658.83	\$ 31,106.10	\$ 41,550.12	\$ 33,264.57	\$ 33,533.19	\$ 6,692.75	\$ -	\$ 215,234.14	\$ 259,554.86	45.33%						
Capital Outlay/Equipment	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	0.00%		
Capital Outlay/Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		

Independence Public Library Circulation and Usage Report for December 2025

Item #5.

Materials Usage

City of Independence Circulation	2,441
Unincorporated Buchanan County Circulation	1,124
Incorporated Buchanan County w/Libraries	369
Contracting Cities	143
Outside of Buchanan County Circulation (Open Access)	380
Items Loaned to Other Libraries (Access Plus)	86

Total Materials Circulation for Month

4,543

Patrons

Total Number of Patrons for Month	3,525
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Computer & Wireless Headphone Usage

Desktop Computer Usage for Month	324
In-House Laptop Usage for Month	1
Wireless Computer Usage for Month	325
Early Literacy Station Usage for Month	99
Wireless Headphone Usage for Month	14

Library of Things Usage

Activity Equipment	7
Puzzles	79
Hotspots	16
Cake Pans	3

Web Site Usage

Total Visitors	2,583
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BRIDGES Usage

Total Usage	1,807
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Facebook, Civic Send, Instagram & Google Profile

Facebook Followers	3,147
Facebook Total Reach	61,902
Mass Emails/Constant Contact Opened	2,724
Instagram Likes	95
Instagram Followers	598
Google Profile Interactions	386
Google Profile Views	449

Mobile App Usage

Patron Count	408
Usage	584

Kanopy Usage

Visits	406
Plays	110

Material Additions

Books	176
DVDs	19
CDs	6
Total Additions for Month	201

Material Withdrawals

Total Withdrawals for Month	273
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Additions Breakdown

Adult Biography & NonFiction = B-5, 000-1, 300-4, 600-2, 700-1, 900-4
Adult Fiction = F-32, M-1, LPF-17, LPW-5
Young Adult Fiction = YAF-3
Juvenile Biography & NonFiction = B-1, 500-3, 600-1, 700-4, 900-1
Juvenile Fiction = JF-26, Graphic Novel-6
Juvenile Easy NonFiction = 500-3, 600-1
Juvenile Easy = Easy-44, BB-11
DVDs = Adult-11, YA-1, Juvenile-7
CDs = Adult-6

Withdrawals Breakdown

ANF-4, AF-4, AdGR-4, YAF-4, YAGR-16, JGR-57, JNF-88, JF-11, JENF-80, JE-3, Hotspots-2

Independence Public Library Circulation and Usage Report for December 2023

Item #5.

Study Rooms - 33 usages

Library Events (Community Room)

Adult Events & General Interest (All Ages) Events

- 12/1/2025 Silent Book Club - 11 adults
- 12/8/2025 Handmade Holiday Hoops - 14 adults
- 12/13/2025 Frosty's Workshop - 15 adults 3 teens 20 children
- 12/17/2025 Craft & Convo - 4 adults
- 12/17/2025 Caregiver Support Group - 5 adults
- 12/22/2025 Book Discussion - 9 adults
- 12/23/2025 Daytime Book Discussion - 5 adults
- 12/30/2025 Adult Hygge Night - 13 adults

Teen Events

- 12/18/2025 ITAB meeting - 9 teens 1 adult

Children's Events

- 12/4/2025 Story Time - 5 children 4 adults
- 12/11/2025 Story Time - 9 children 8 adults
- 12/12/2025 Ho Ho Holiday - 106 children 6 teens 93 adults
- 12/18/2025 Story Time - 6 children 5 adults
- 12/23/2025 Tales to Tails - 5 children 4 adults
- 12/29/2025 Legos @ the Library - 12 children 6 adults
- 12/31/2025 Noon Year's Eve Party - 59 children 5 teens 28 adults

Outreach Programs/Events

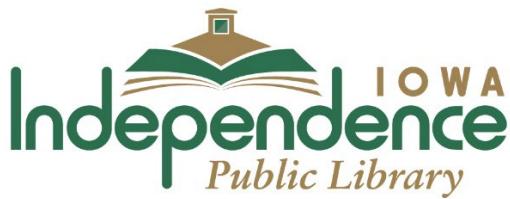
- 12/5/2025 Jingle on Main - 248 children 17 teens 162 adults
- 12/9/2025 Reader's Circle @ Lexington Estate - 10 adults

Passive Programs

- 12/6/2025 Cinema Saturday - 4 adults 2 teens 4 children
- 12/13/2025 Cinema Saturday - 7 adults 15 children
- 12/20/2025 Cinema Saturday - 7 adults 1 teen 6 children
- 12/27/2025 Cinema Saturday - 4 adults 1 teen 6 children
- 12/8 - 12/23/2025 Paper Holiday Ornaments - 10 adults 2 teens 56 children

NonLibrary Events (Community Room)

- 12/1/2025 Troop 4034 Girl Scouts meeting - 12 people
- 12/3/2025 Senator Grassley Traveling Office - 14 people
- 12/15/2025 Troop 4034 Girl Scouts meeting - 14 people



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: January 15, 2026

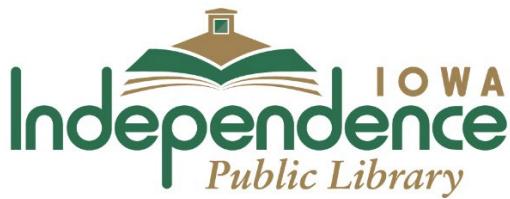
ITEM TITLE: Director Evaluation – Potential closed session pursuant to Iowa Code Chapter 21.5(1),(i)

BACKGROUND:

Library Director evaluation and discussion.

RECOMMENDATION:

There may be a motion to enter a potential closed session pursuant to Iowa Code Chapter 21.5(1),(i) to evaluate the professional competency of an individual whose appointment, hiring, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Motion to re-enter the open public meeting.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: January 15, 2026

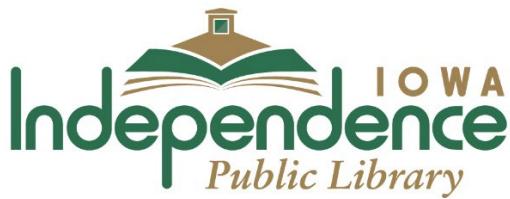
ITEM TITLE: BCCF Grant Proposal

BACKGROUND:

The library typically applies for the Buchanan County Community Foundation Grant each year. This year, we would like to again apply for park improvements to make a more functional and usable space with a programming space, seating, shade, electricity and lighting, etc.

RECOMMENDATION:

Discuss the grant proposal idea and approve.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: January 15, 2026

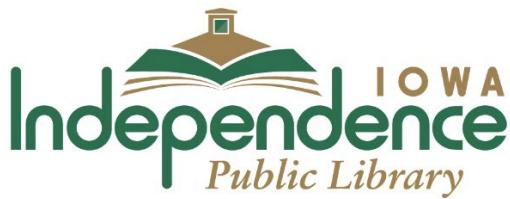
ITEM TITLE: County Funding and Advocacy

BACKGROUND:

The county libraries have encouraged rural residents to contact the county board of supervisors to support increased funding for library services to rural residents. I'm not sure how much they heard from constituents, but at least a dozen IPL patrons contacted them to support the libraries. Hopefully they also heard from many patrons of the other public libraries in Buchanan County.

RECOMMENDATION:

Continue to encourage rural residents to support improved funding and to become more knowledgeable about library budgets.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: January 15, 2026

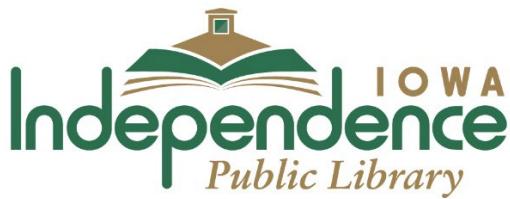
ITEM TITLE: Building and Grounds

BACKGROUND:

An update on the building and grounds, including cleaning, snow removal, and plans for park fundraising.

RECOMMENDATION:

Be aware of current challenges and plans with the building and grounds.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: January 15, 2026

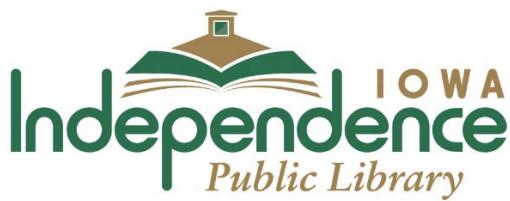
ITEM TITLE: Lamont Public Library

BACKGROUND:

The Lamont Public Library has a new director. It is basically a one-employee library, and the new director wondered if she could do some shadowing at our library to learn more. She will be asking her library board about it at their meeting the end of this month.

RECOMMENDATION:

Discuss any questions and concerns associated with this request.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: January 15, 2026

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.