

Library Board Meeting Minutes
January 15, 2025 5:30 pm
Sergeant Bluff f Library

Call the board meeting to order –Board President Michael Aguirre called the meeting to order at 5:30 PM with roll call:

Attendee Name	Title	Status	Term Expiration
Michael Aguirre	Board President	Present	June 2029
Shannon Maier	Board Vice President	Present	June 2029
Jane Schaar	Board Secretary	Present	June 2025
Alisha Elder	Board Director	Present	June 2027
Deb Collins	Board Director	Present	June 2027
Lisa Lauters	Board Director	Present	June 2025
Shari Zenor Kiple	Board Director	Present	June 2025
Mary Torgerson	Library Director	Present	

I. Approval of Meeting Minutes

Motion by Shannon Maier, seconded by Shari Zenor Kiple, to approve the meeting minutes from December 18, 2024. Motion carried. (Unanimous)

II. Approval of the Agenda

Motion by Jane Schaar, seconded by Deb Collins, to approve the agenda. Motion carried. (Unanimous)

III. Financial Report and Approval of Expenditures

- a. Board reviewed Library financial report from the City with questions addressed.
- b. Library Director Mary Torgerson reported line-by-line breakdown of all expenditures for the month of December.
- c. Total December expenditures: **\$533.53**
- d. Motion by Jane Schaar, seconded by Shari Zenor Kiple, to approve December expenditures. Motion carried. (Unanimous)

IV. Public Comment

- a. No Public Comment

V. Library Director Report for September

- a. Door Count for **December 653 patrons.**
- b. Library Director Mary Torgerson reported a line-by-line break out of the Books, DVDs, Bridges, Magazine and WhoFi listed in the agenda. Internet and computer usage remains high.
- c. Mary reported a total of 21 December programs with approximately 310 participants.
- d. Mary renewed her membership to the Iowa Library Association.

- e. Teddy Bear Sleepover program was a big success. Mary reported 6 teddy bear friends spend the night.
- f. Mary discussed the Library checking account. The City Finance Director asked we close it and add the money to our budget. The Board discussed and agreed on plan of action for the checking account.
- g. Mary reported the change in the StoryWalk, “The Night Before a Snow Day”
- h. The Library staff has gained a new volunteer, Peter Losee.
- i. Mary reported the January programs are off to a great start.
- j. Mary reported on upcoming programs for February.
- k. The Summer Reading calendar is almost set, with generous support received from the Community Action Team.
- l. We received a monetary donation from a local Sergeant Bluff resident, much appreciated.

VI. Unfinished Business

- a. 2025-2026 Budget
 - i. Board discussed the current state of the budget and discussions held with the City Finance Director.
- b. January Continuing Education Class
 - i. The Board members completed January continuing education; “That Librarian” and “All Iowa Reads Books for 2025”

VII. New Business

- a. Upcoming Events
 - i. Mary reported on all upcoming events at the Library.
- b. Additional Hours
 - i. Mary suggested more evening hours for future. More discussion in the next fiscal year.
- c. Iowa Library Association Conference 2025
 - i. This will be hosted in Sioux City October 1st-3rd
- d. February Continuing Education Class
 - i. “Do We Still Need Libraries”

VIII. Adjournment

Motion by Jane Schaar seconded by Deb Collins, to adjourn at 6:21 PM.

Motion carried. (Unanimous)

****NEXT MEETING: February 19, 2025, 5:30 PM at Sergeant Bluff Public Library****

Respectfully submitted,
Jane Schaar

Minutes are posted on the website at: <https://www.sergeantbluff.lib.ia.us/about/library-report>