

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

January 25, 2025

The regular meeting of the Board was called to order at 5:58 p.m. on January 25, 2025, by President Steve Bascom. The members present were Steve Bascom, Becky Carico, Lacey Hall, Dale Menning, Marcia Priestley, and Library Staff Jerri Hawkins and Karen Kelly.

Menning moved to approve the minutes from the meeting held on December 16, 2024; Hall seconded the motion, which was approved.

It was brought to the attention of the board that the cost of the Des Moines Register subscription had nearly doubled. Priestley moved to cancel the Des Moines Register subscription, Menning seconded and the motion carried. Bascom motioned to approve the financial report as presented, and Carico seconded the motion. The motion carried.

DIRECTOR/STAFF REPORTS:

Director Jerri Hawkins provided a report on recent statistics to the board. **Friends of the Library** are planning the trivia fundraiser which is scheduled for Saturday, February 8, 2025, at 6:00 p.m. Their next meeting will be Monday, March 3 at 6:15 p.m. **Bridge and Cribbage** groups had 46 in attendance so far this month. **The Book Club** met on Tuesday, January 14 with 5 attendees. The **Card Making Club** and **Cookbook Club** both met on Thursday, January 16 with 11 and five people attending respectively. **Friday StoryHour** had 44 attendees in December and 38 attendees so far in January. STEM after-school event on January 9 had 13 attendees. Upcoming events include an evening book club on January 28. For **SILO FY25 Fiscal YTD**, Borrowed 95 and Loaned 144. **Libby/Bridges** checkouts Fiscal YTD are 2,923 (audio-1,487; e-books-972; Magazines-464) Advantage titles (47 audiobooks and 57 e-books). The library **circulation** is 5,685 YTD (excluding autorenewal). We have added 11 new patrons and had 10 renewals for 1,505 patrons.

Friends of the Library are planning two fundraising events; Trivia Night is set for February 8, 2025, and the Golf Tournament is scheduled for June 14, 2025.

Jerri will be taking the ILOC training on January 30, 2025.

UNFINISHED BUSINESS

Unfinished business was the budget for the fiscal year 2026. Wages were discussed. Menning motioned that library employees be given a flat rate of \$1.50 an hour, the same as other city employees. Carico seconded, and the motion passed. Carico amended the motion to specify that the library staff wage increase will go into effect on July 1, 2025. Hall seconded the motion, which was approved. Carico moved that the board accept the budget proposal as library director Jerri Hawkins presented it. Menning seconded. The motion passed.

NEW BUSINESS

There was no new business.

AGENDA ITEMS FOR THE NEXT MEETING-- policy review for bylaws or equipment checkout

The meeting was adjourned at 6:27 p.m. The next board meeting will be on Monday, February 24, 2025, at 6:00 p.m. Jerri Hawkins and Karen Kelly, Recording Secretaries

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

February 24 2025

The regular meeting of the Board was called to order at 6:03 p.m. on February 24, 2025, by President Steve Bascom. The members present were Steve Bascom, Lacey Hall, Marcia Priestley, and Library Staff Jerri Hawkins and Karen Kelly.

Priestley moved to approve the minutes from the meeting on January 25, 2025; Hall seconded the motion, and it was approved.

Hall motioned to approve the financial report as presented, and Priestley seconded the motion. The motion carried.

DIRECTOR/STAFF REPORTS:

Director Jerri Hawkins provided a report on recent statistics to the board. Friends of the GC Library's next meeting will be Monday, March 3 at 6:15 p.m. **Bridge and Cribbage** groups have had 64 in attendance so far this month. **The Book Club** met on Tuesday, February 11 with 5 attendees. The **Card Making Club** and **Cookbook Club** both met on Thursday, February 20 with 10 and five people attending respectively. **Friday StoryHour** had 50 attendees in January and 26 attendees so far in February. STEM after-school event on February 13 had 3 attendees. Upcoming events include an evening book club on February 25; 17 people attended the evening book club in January. For **SILO FY25 Fiscal YTD**, Borrowed 113 and Loaned 170. **Libby/Bridges** checkouts Fiscal YTD are 3399 (audio-1,719; e-books-1,133; Magazines-547) Advantage titles (73 audiobooks and 13 e-books). The library **circulation** is 6,917 YTD (excluding autorenewal). We have added 4 new patrons and had 1 renewal for 1,514 patrons.

Friends of the Library held their 3rd annual Trivia Night on Sat. Feb. 8th at 6:00 pm at the activity center and are planning another annual Golf Tournament scheduled for June 14, 2025.

Jerri and Karen will be attending STEM Fair 2025 on March 10, 2025, at 9:30 a.m. in Avoca and Jerri and Cass the Summer Reading Summit, 2025 on March 11, 2025, at 9:30 a.m. in Avoca.

UNFINISHED BUSINESS

Unfinished business was the budget for the fiscal year 2026. Bascom motioned, "Due to recommendations from the city, we will amend the budget to show a 75-cent increase for all library staff starting July 1, 2025." Hall seconded, and the motion carried.

NEW BUSINESS

No new business

AGENDA ITEMS FOR THE NEXT MEETING – Upcoming programs

The meeting was adjourned at 6:30 p.m. The next board meeting will be on Monday, March 24, 2025, at 6:00 p.m. Jerri Hawkins and Karen Kelly, Recording Secretaries

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

March 24, 2025

The regular meeting of the Board was called to order at 6:04 p.m. on March 24, 2025, by President Steve Bascom. The members present were Steve Bascom, Becky Carico, Lacey Hall, Dale Menning, Marcia Priestley, Library Director Jerri Hawkins, and Library Staff member Karen Kelly.

Hall moved to approve the minutes from the meeting held on February 24, 2025; Priestley seconded the motion, and it was approved.

Bascom motioned to approve the financial report as presented, with Menning seconding the motion. The motion carried.

****DIRECTOR/STAFF REPORTS:****

Director Jerri Hawkins provided a report on recent statistics to the board. The Friends of the GC Library held their last meeting on Monday, March 3, at 6:15 p.m. Plans for the June 14 Golf Tournament are underway. The Bridge and Cribbage groups have had a total of 52 attendees so far this month. The Book Club met on Tuesday, March 11, with six participants. The Card Making Club was held on Thursday, March 20, in the morning, with five attendees, and the Cookbook Club met in the evening on March 20, with five and eight participants, respectively. Friday Story Hour had 38 attendees in February and 35 so far in March. Upcoming events include an evening Book Club on March 25, which had 17 attendees in February. For SILO FY25 Fiscal Year to Date (YTD), the library borrowed 135 items and loaned 192. Libby/Bridges checkouts for FYTD total 3,821 (with 1,940 audiobooks, 1,237 e-books, and 644 magazines). Advantage titles include 92 audiobooks and 18 e-books. The library's circulation for the year to date (excluding autorenewal) is 7,772. We have added six new patrons and had two renewals, bringing the total to 1,522 patrons.

Jerri and Karen attended the STEM Fair 2025 training on March 10, 2025, at 9:30 a.m. in Avoca. As a result of their experience at the STEM Fair, the library will begin regular after-school STEM programs, which will include LEGO Mania, Creation Corner, the Guthrie STEM Lab, and a youth movie afternoon.

The staff is also preparing for the Summer Reading Program in June. The MJB Library was awarded a \$10,000 grant from Round 3 of the ALA LTC Grant, but did not receive a grant from Penguin Publishing. They have applied for the Dollar General Summer Reading grant and are awaiting a response. The Director plans to complete the Dollar General Youth Literacy Grant application and is exploring a Roy Carver Grant for physical improvements to the library building.

****UNFINISHED BUSINESS****

The board discussed the FY26 Budget and the timeline for the \$10,000 ALA LTC grant. The library will hold the required community conversation to discuss the allocation of the grant funds. The current proposal is to upgrade tables and chairs in the Taylor meeting room to make them safer and more usable for older and/or physically challenged patrons.

****NEW BUSINESS****

All Board members completed training, which included reading chapters 1 and 2 of the Trustee Handbook. They engaged in a discussion about key points from these chapters and addressed any questions.

The board was informed of two upcoming programs offered by the library. At 4:00 p.m. on May 7, author Ann Hanigan Kotz will discuss Iowa's history of prohibition and bootlegging, centered around her book **Moonshine by Moonlight**. Enfys McMurtry will speak on Saturday, May 17, at 11:00 a.m. regarding her Pulitzer Prize-nominated book **Disaster at 39,000 Feet**, which covers the 1962 airplane crash in Centerville, IA.

The board agreed to move their May meeting to May 19 to accommodate the Memorial Day holiday.

****AGENDA ITEMS FOR THE NEXT MEETING:**** The board training will cover Chapters 3 and 4 of the Trustee Handbook.

The meeting was adjourned at 6:33 p.m. The next board meeting will be held on Monday, April 28, 2025, at 6:00 p.m.

Jerri Hawkins and Karen Kelly, Recording Secretaries

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

May 19, 2025

The regular meeting of the Board was called to order at 6:01 p.m. on May 19, 2025, by President Steve Bascom. The members present were Steve Bascom, Becky Carico, Lacey Hall, Dale Menning, Library Director Jerri Hawkins, and Library Staff member Karen Kelly.

Menning moved to approve the minutes from the meeting held on March 24, 2025; Carico seconded the motion, and it was approved.

Carico motioned to approve the financial report as presented, with Menning seconding the motion. The motion carried.

****DIRECTOR/STAFF REPORTS:****

Director Jerri Hawkins provided a report on recent statistics to the board. The Friends of the GC Library will have their next meeting on Monday, Aug. 4, 2025. Plans for the June 14 Golf Tournament are underway. Money raised from the golf tournament will be used to replace the broken water fountain in the library. The Bridge and Cribbage groups had a total of 75 attendees in March and 96 in April. The afternoon Book Club met on Tuesday, April 8, with five participants. The evening book club met on April 22 and had 8 attendees. The Card Making Club was held on Thursday, April 17, in the morning, with nine attendees, and the Cookbook Club met in the evening on April 17, with five participants. Friday Story Hour had 50 attendees in March and 48 in April. Youth STEM programs have been well attended, with 15 at LEGO Mania, 8 at STEM lab, and 15 at Creation Corner. Four people attended the youth movie showing of Moana 2. The ISU Extension class had two attendees, but the presenter didn't come. For SILO FY25 Fiscal Year to Date (YTD), the library borrowed 155 items and loaned 232. Libby/Bridges checkouts for FYTD total 4,378 (with 262 audiobooks, 104 e-books, and 81 magazines). Advantage titles include 18 audiobooks and 2 e-books. The library's circulation for the year to date (excluding auto-renewal) is 9,090. We have added 11 new patrons and had 10 renewals, bringing the total to 1,537 patrons.

The staff is also preparing for the Summer Reading Program in June. The library was not awarded the DG summer reading program grant this year.

Jerri attended the Director Roundtable 2025 in Greenfield on May 7 from 9:30-12:30 p.m. Jerri shared key points from that presentation, including translating board training into action plans, defining successful programming and knowing if you've met your goals, and evaluating services like library spaces and your long-term strategic plan.

****UNFINISHED BUSINESS****

The board discussed the FY26 Budget. Board members stated they believe it was approved as presented to the city council. Also discussed was the timeline of the window repair.

****NEW BUSINESS****

Policy reviews will be moved to the June meeting.

All board members completed the training, reading chapters 3 and 4; highlights of the two chapters were addressed by the board. A discussion was held as to the best ways to proceed with a community survey to get maximum participation from the community. Additional ways to advertise and disseminate information besides social media were considered as well.

****AGENDA ITEMS FOR THE NEXT MEETING:**** The board training will cover Chapter 5 of the Trustee Handbook and review policies.

The meeting was adjourned at 6:29 p.m. The next board meeting will be held on Monday, June 23, 2025, at 6:00 p.m.

Jerri Hawkins and Karen Kelly, Recording Secretaries

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

June 23, 2025

The regular meeting of the Board was called to order at 12:05 p.m. on June 23, 2025, by Vice President Becky Carico. The members present were Becky Carico, Lacey Hall, Library Director Jerri Hawkins, and Library Staff member Karen Kelly. At 12:10, President Steve Bascom arrived and took over the duty of leading the meeting.

Hall moved to approve the minutes from the meeting held on May 19, 2025; Carico seconded the motion, and it was approved.

Carico motioned to approve the financial report as presented, with Hall seconding the motion. The motion carried.

****DIRECTOR/STAFF REPORTS:****

Director Jerri Hawkins provided a report on recent statistics to the board. The Friends of the GC Library will have their next meeting on Monday, Aug. 4, 2025. The June 14 Golf Tournament had 7 teams with 30 businesses and individuals sponsoring. Money raised from the golf tournament was used to replace the broken water fountain in the library. The Bridge and Cribbage groups had a total of 74 attendees in May. The afternoon Book Club met on Tuesday, May 13, with five participants. The evening book club met on May 27 and had 8 attendees. The Card Making Club was held on Thursday, May 15, in the morning, with eight attendees, and the Cookbook Club met in the evening on May 15, with five participants. Friday Story Hour had 52 attendees in May. Youth STEM programs have been well attended, with seven at LEGO Mania, 12 at STEM lab, and 11 at Creation Corner. Adult events were well attended, with 14 attending the Sourdough Basics Class on May 12. Author Ann Hanigan Kotz spoke on May 7 with six attending, and Enfys McMurt had 12 attendees on May 17. For SILO FY25 Fiscal Year to Date (YTD), the library borrowed 214 items and loaned 284. Libby/Bridges checkouts for FYTD total 4,890 (with 302 audiobooks, 131 e-books, and 79 magazines). In FY25, there were 160 Advantage titles, including 21 audiobooks and 1 e-book. The library's circulation for the FY 2025 (excluding auto-renewal) is 9,617. We have added 5 new patrons and had 6 renewals, bringing the total to 1,542 patrons.

The staff is also concluding the Summer Reading Program this week. Jerri spoke at Celebrate Guthrie Center on May 9. Friends of the Library received a donation from Roxy Schartz.

****UNFINISHED BUSINESS****

The board discussed the progress of the window replacement project.

****NEW BUSINESS****

Carico moved to accept the mission statement of the library as presented. Hall seconded the motion, which carried. Carico moved to accept the Displays and Exhibits Policy and the Bulletin Board/Gifts and Artifacts policies, which Priestley seconded. The motion carried.

The board agreed to table the By-Laws until next month to allow all members to read through the proposed changes. The board also agreed to table board training, which is chapter 5 of the Trustee Manual, until July.

****AGENDA ITEMS FOR THE NEXT MEETING:**** The board training will cover Chapter 5 of the Trustee Handbook and review the library by-laws.

The meeting was adjourned at 12:29 p.m. The next board meeting will be held on Monday, July 28, 2025, at 6:00 p.m.

Jerri Hawkins and Karen Kelly, Recording Secretaries

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

July 28, 2025

****Board Meeting Minutes****

****Members Present:****

- | | | |
|----------------|----------------|----------------------------------|
| - Steve Bascom | - Lacy Hall | - Marica Priestley |
| - Becky Carico | - Dale Menning | - Library Director Jerri Hawkins |

****Call to Order:****

The regular meeting of the Board was called to order by President Bascom at 6:00 p.m.

****Approval of Minutes:****

Priestley moved to approve the minutes from the meeting held on June 23, 2025. The motion was seconded by Hall and carried unanimously.

****Financial Report:****

Bascom motioned to approve the financial report as presented. Menning seconded the motion, which passed without opposition.

****Director/Staff Reports:****

Director Jerri Hawkins provided an update on library statistics and events:

The Friends of the GC Library meeting is scheduled for August 4, 2025. June programs included 101 attendees for the Bridge and Cribbage groups, five participants in the afternoon book club, and eight in the evening book club. The Card Making Club had four attendees; the Cookbook Club had five. The Friday Story Hour attracted 40 attendees. Notable attendance for Youth STEM programs included 23 for LEGO Mania, 15 for the STEM Lab, and 26 for Creation Corner. The Summer Reading Program concluded with 372 attendees. New patrons welcomed in the month of June: 19; renewals: 11, totaling 1,566 patrons.

For the fiscal year to date, 264 items were borrowed and 327 loaned. Libby/Bridges reported 5,407 total checkouts, including audiobooks, e-books, and magazines. The library saved patrons \$661,012 through overall circulation totaling 11,454 (excluding auto-renewals). Other notable statistics included 130 attendees at book clubs, 1,121 for Cribbage and Bridge Clubs, and 1,024 for additional adult programs. Youth events counted 437 and Storytime 577 attendees, respectively. Jerri has registered for the Iowa Library Conference in Sioux City, Iowa, on October 1-3, 2025.

****Unfinished Business:****

The board discussed the progress of the window replacement project and completed board training on Chapter 5 of the Trustee Manual. A discussion regarding proposed by-law updates followed, with Carico moving to accept the changes requested. Hall seconded the motion, and it passed.

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

July 28, 2025

****New Business:****

Bascom opened nominations for officer elections. Carico nominated Bascom for President; Bascom accepted. Carico motioned to appoint Bascom, with Priestley seconding. The motion passed unanimously.

Bascom nominated Carico as Vice President; Carico accepted. Priestley motioned for the appointment, seconded by Menning, which passed unanimously.

Discussion of holidays and hours for 2025-2026 followed. Menning motioned to approve the holidays as discussed, and Priestley seconded; the motion carried.

****Holidays FY26 Closures:****

- Sat. Aug. 30, 2025 - County Fair
- Mon. Sept. 1, 2025 - Labor Day
- Tues. Nov. 11, 2025 - Veterans Day
- Thurs. Nov 27, 2025 - Thanksgiving Day
- Fri. Nov 28, 2025 - Black Friday
- Wed. Dec 24, 2025 - Christmas Eve
- Thurs. Dec 25, 2025 - Christmas Day

- Wed Dec. 31, 2025 - New Year's Eve (Early Closure 3:00 PM)
- Thurs. Jan. 1, 2026 - New Year's Day
- Mon. May 25, 2026 - Memorial Day
- Fri. July 3, 2026 - Independence Day Observed
- Sat. July 4, 2026 - Independence Day

****Agenda Items for Next Meeting:****

Review updated library bylaws.

****Adjournment:****

The meeting was adjourned at 6:30 p.m. The next board meeting is scheduled for August 25, 2025, at 6:00 p.m.

****Recording Secretaries:****

Jerri Hawkins

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

August 25, 2025

****Board Meeting Minutes****

****Members Present:****

- | | | |
|----------------|--------------------|----------------------------------|
| - Steve Bascom | - Lacy Hall | - Library Director Jerri Hawkins |
| - Becky Carico | - Dale Menning | -Library Aide Karen Kelly |
| | - Marica Priestley | |

****Call to Order:****

The regular meeting of the Board was called to order by President Bascom at 5:54 p.m.

****Approval of Minutes:****

Menning moved to approve the minutes from the meeting held on July 28, 2025. The motion was seconded by Priestley and carried unanimously.

****Financial Report:****

Bascom motioned to approve the financial report as presented. Menning seconded the motion, which passed without opposition.

****Director/Staff Reports:****

Director Jerri Hawkins provided an update on library statistics and events:

The Friends of the GC Library meeting is scheduled for October 6, 2025. July programs included 103 attendees for the Bridge and Cribbage groups, six participants in the afternoon book club, and ten in the evening book club. The Card Making Club had 14 attendees; the Cookbook Club had eight. The Friday Story Hour attracted 31 attendees in the month of July. Attendance for Youth STEM programs included eight for LEGO Mania, five for the STEM Lab, and six for Creation Corner.

For the fiscal year to date, 42 items were borrowed and 26 loaned. Libby/Bridges reported 537 total checkouts, including audiobooks, e-books, and magazines. FY26 YTD circulation is 1,333 with renewal and auto-renewal. We have added five new patrons and had one renewal to bring the total number of patrons to 1,570. Jerri has registered for the Iowa Library Conference in Sioux City, Iowa, on October 1-3, 2025.

****Unfinished Business:****

The board reviewed the updated By-Laws. Carico moved to accept the By-Laws as presented, and Hall seconded the motion. The board approved unanimously.

****New Business:****

The Annual County Meeting will be on September 22; the Guthrie Center trustees will host and organize the meeting. Meeting details were discussed and planned.

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

August 25, 2025

Marcia Priestley submitted her resignation from the library board. She will continue to serve until a replacement is found. Bascom thanked Priestley for her service and concern for the library during her many years as a board member.

****Agenda Items for Next Meeting:****

Guthrie County Annual Meeting will be September 22, 2025, at 6:30 p.m.

****Adjournment:****

The meeting was adjourned at 6:32 p.m. The next board meeting is scheduled for September 22, 2025, at 6:00 p.m.

****Recording Secretaries:****

Jerri Hawkins and Karen Kelly

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

September 22, 2025

****Board Meeting Minutes****

****Members Present:****

- Steve Bascom
- Lacy Hall
- Marica Priestley
- Library Director Jerri Hawkins

****Call to Order:****

The regular meeting of the Board was called to order by President Bascom at 5:56 p.m.

****Approval of Minutes:****

Hall moved to approve the minutes from the meeting held on August 25, 2025. The motion was seconded by Priestley and carried unanimously.

****Financial Report:****

Bascom motioned to approve the financial report as presented. Hall seconded the motion, which passed without opposition.

****Director/Staff Reports:****

Director Jerri Hawkins provided an update on library statistics and events:

The Friends of the GC Library meeting is scheduled for October 6, 2025. August programs included 91 attendees for the Bridge and Cribbage groups, six participants in the afternoon book club, and 11 in the evening book club. The Card Making Club had 8 attendees; the Cookbook Club didn't meet in August. The Friday Story Hour attracted 39 attendees in the month of July. Attendance for Youth STEM programs included six for LEGO Mania, four for the STEM Lab, and none for Creation Corner.

For the fiscal year to date, 72 items were borrowed and 46 loaned. Libby/Bridges reported 1,036 total checkouts, including audiobooks, e-books, and magazines. FY26 YTD circulation is 2,450 with renewal and auto-renewal. We have added 11 new patrons and had three renewals to bring the total number of patrons to 1,575. Jerri has registered for the Iowa Library Conference in Sioux City, Iowa, on October 1-3, 2025.

Upcoming Programs:

Friday, October 10 at 11:00– Cold Blooded Redhead
Saturday, November 1 at 10:00 a.m.--Art on the Fly Class
Friday, November 7 at 10:00 a.m.--Overall Buddies

****Unfinished Business:****

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

September 22, 2025

****New Business:****

The board held an abbreviated meeting in order to be available to host the Guthrie County Library Association Annual Meeting will follow this meeting at 6:30 p.m.

****Agenda Items for Next Meeting:****

Begin Budget Planning

Begin Prep for Reaccreditation (FY25)

****Adjournment:****

The meeting was adjourned at 6:05 p.m. The next board meeting is scheduled for October 27, 2025, at 6:00 p.m.

****Recording Secretaries:****

Jerri Hawkins and Karen Kelly

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

October 27, 2025

****Board Meeting Minutes****

****Members Present:****

- | | | |
|----------------|----------------------------------|----------------------------|
| - Steve Bascom | -Dale Menning | -Karen Kelly, library aide |
| - Becky Carico | - Brandon Monaghan | |
| - Lacy Hall | - Library Director Jerri Hawkins | |

****Call to Order:****

The regular meeting of the Board was called to order by President Bascom at 6:00 p.m.

****Approval of Minutes:****

Menning moved to approve the minutes from the meeting held on September 22, 2025. The motion was seconded by Hall and carried unanimously.

****Financial Report:****

Bascom motioned to approve the financial report as presented. Menning seconded the motion, which passed without opposition.

****Director/Staff Reports:****

Director Jerri Hawkins provided an update on library statistics and events:

The FY25 Iowa Public Library General Information Survey is complete and has been submitted. Members will be sent PDFs of the final report.

Director Jerri Hawkins provided an update on library statistics and events:

The Friends of the GC Library's next meeting is scheduled for January 5, 2026. September programs included 87 attendees for the Bridge and Cribbage groups, four participants in the afternoon book club, and 11 in the evening book club. The Card Making Club had 8 attendees; the Cookbook Club had 7 participants. The Friday Story Hour attracted 45 attendees in the month of September. Attendance for Youth STEM programs included six for LEGO Mania, none for the STEM Lab, and 13 for Creation Corner. Family and Neighbor Puzzle Day drew 16 attendees. On October 17, we read stories to two classes at the Guthrie Center Elementary Preschool at 9:30 a.m. Traveling with Dementia on Thursday, September 5, had two attendees.

For the fiscal year to date, 99 items were borrowed and 68 loaned. Libby/Bridges reported 1,522 total checkouts, including audiobooks, e-books, and magazines. FY26 YTD circulation is 3,633 with renewal and auto-renewal. We have added 18 new patrons and had five renewals to bring the total number of patrons to 1,595.

Upcoming Programs:

Saturday, November 1, at 10:00 a.m. and 2:00 p.m. -- Art on the Fly Class, Chunky Blanket Class
Friday, November 7, at 10:00 a.m. -- Overall Buddies

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

October 27, 2025

Friday, November 21 at 9:30 a.m. GC Elementary Outreach Story Time

Director Notes:

Jerri attended Learning Circuits in Corning on Thursday, October 23, from 9:30-12:30. Baker and Taylor, our major book vendor, is going out of business; this will create some problems, as that is where we purchase most of our books. In addition, our State Library software is administered by Baker and Taylor as well.

The Boardroom Series Training for library boards will be on Thursday, November 20, from 6:00-7:30. Members are invited to watch it in the meeting room or watch it later over Zoom. Board members have completed the three required trainings for the year.

****Unfinished Business:****

Carico made a motion to close the library on Thursday, October 30, from noon to 5:00 p.m. to allow the staff to prepare for the Boo Bash that evening. Hall seconded, and the motion passed unanimously.

The Board consensus is that we are on track for accreditation in February.

****New Business:****

Updates for the Board manuals were distributed to the board.

We have completed the necessary policy updates for the library accreditation in February.

The theme for this year's Festival of Trees will be Silver and Gold.

****Agenda Items for Next Meeting:****

Begin Budget Planning

****Adjournment:****

The meeting was adjourned at 6:27 p.m. The next board meeting is scheduled for November 24, 2025, at 6:00 p.m.

****Recording Secretaries:****

Jerri Hawkins and Karen Kelly

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

November 24, 2025

****Board Meeting Minutes****

****Members Present:****

- | | | |
|----------------|----------------------------------|----------------------------|
| - Steve Bascom | -Dale Menning | -Karen Kelly, library aide |
| - Becky Carico | - Brandon Monaghan | |
| - Lacy Hall | - Library Director Jerri Hawkins | |

****Call to Order:****

The regular meeting of the Board was called to order by President Bascom at 6:00 p.m.

****Approval of Minutes:****

Menning moved to approve the minutes from the meeting held on September 22, 2025. The motion was seconded by Hall and carried unanimously.

****Financial Report:****

Hall motioned to approve the financial report as presented. Monaghan seconded the motion, which passed without opposition.

****Director/Staff Reports:****

Director Jerri Hawkins provided an update on library statistics and events:

The Friends of the GC Library's next meeting is scheduled for January 5, 2026. October programs included 82 attendees for the Bridge and Cribbage groups, four participants in the afternoon book club, and eight in the evening book club. The Card Making Club had seven attendees; the Cookbook Club had seven participants. The Friday Story Hour attracted 108 attendees in the month of October. Attendance for Youth STEM programs included six for LEGO Mania, none for the STEM Lab, and seven for Creation Corner. On Friday, November 21, we read stories to two classes at the Guthrie Center Elementary Preschool at 9:30 a.m.

For the fiscal year to date, 136 items were borrowed and 99 loaned. Libby/Bridges reported 1,987 total checkouts, including audiobooks, e-books, and magazines. FY26 YTD circulation is 5,002 with renewal and auto-renewal. We have added 18 new patrons and had five renewals to bring the total number of patrons to 1,605.

Upcoming Programs:

- Wednesday, Dec. 3 at 2:00 p.m.--LEGO Mania
- Saturday, Dec. 13 at 10:00 a.m.-1:00 p.m.--Friends of the GC Library Bake Sale & Free Craft for Kids Fundraiser
- Wednesday, Dec. 17 at 2:00 p.m.-- Creation Corner
- Friday, Dec. 19 at 9:30 a.m.--GC Elem. Outreach Story Time
- Closed: December 24 & 25, Closing Early on December 31 at 3:00 p.m.

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

November 24, 2025

SRP 2026

- Monday, June 8, at 1:00 p.m., Science Heroes
- Thursday, June 18, at 1:00 p.m., Mesozoic Adventures, Toby Kid Funny Farm

Director Notes:

Boardroom Series Training: (Nov., 2025)The Top Five: Self-Evaluation of the Library Board's Core Functions: Thursday, November 20, at 6:00-7:30 p.m. (Was recorded if you missed the live webinar)

****Unfinished Business:****

There was no unfinished business

****New Business:****

The Board reviewed the dates for the end of members' terms.

The FY27 Budget was discussed. Monaghan made a motion to accept the budget as presented, pending city salary and insurance decisions. Menning seconded the motion, which was unanimously approved.

****Agenda Items for Next Meeting:****

Accreditation

****Adjournment:****

The meeting was adjourned at 6:40 p.m. The next board meeting is scheduled for December 22, 2025, at 6:00 p.m.

****Recording Secretaries:****

Jerri Hawkins and Karen Kelly

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

December 22, 2025

****Board Meeting Minutes****

****Members Present:****

- | | |
|----------------|----------------------------------|
| - Steve Bascom | -Dale Menning |
| - Becky Carico | - Brandon Monaghan |
| - Lacy Hall | - Library Director Jerri Hawkins |

****Call to Order:****

The regular meeting of the Board was called to order by President Bascom at 6:00 p.m.

****Approval of Minutes:****

Hall moved to approve the minutes from the November 24, 2025, meeting. The motion was seconded by Menning and carried unanimously.

****Financial Report:****

Bascom motioned to approve the financial report as presented. Monaghan seconded the motion, which passed without opposition.

****Director/Staff Reports:****

Director Jerri Hawkins provided an update on library statistics and events:

The Friends of the GC Library's next meeting is scheduled for January 5, 2026. November programs included 70 attendees for the Bridge and Cribbage groups, five participants in the afternoon book club, and 10 in the evening book club. The Card Making Club had nine attendees; the Cookbook Club had eight participants. The Friday Story Hour attracted 39 attendees in the month of November. Attendance for Youth STEM programs included eight for LEGO Mania, and there was not one for Creation Corner. On Friday, December 19, we read stories to two classes at the Guthrie Center Elementary Preschool at 9:30 a.m.

For the fiscal year to date, in SILO 168 items were borrowed and 127 loaned. Libby/Bridges reported 2,487 total checkouts, including audiobooks, e-books, and magazines. FY26 YTD circulation is 6,121 with renewal and auto-renewal. We have added three new patrons and had 24 renewals to bring the total number of patrons to 1,611.

Director Notes:

- Submitted ALA LTC Grant application for \$10,000 for chairs and dollies for the meeting room. The award notification date is Tuesday, March 3, 2026.
- Emailed link for Boardroom Series Training: November, 2025, The Top Five: Self-Evaluation of the Library Board's Core Functions.

****Unfinished Business:****

Discussed the Accreditation Review process. The deadline to submit will be February 28, 2026.

MINUTES OF THE MARY J. BARNETT MEMORIAL LIBRARY

BOARD OF TRUSTEES

December 22, 2025

****New Business:****

The Board discussed the budget and the minutes from the city council meeting. Carico motioned to give all library staff a 4% increase in wages, the same as other city employees, to take effect for FY27 in July 1, 2026. Menning seconded, and the board passed the motion unanimously.

****Agenda Items for Next Meeting:****

Budget

****Adjournment:****

The meeting was adjourned at 6:18 p.m. The next board meeting is scheduled for January 26, at 6:00 p.m.

****Recording Secretaries:****

Jerri Hawkins and Karen Kelly