

**Reinbeck Public Library Trustee Board meeting**  
**March 9, 2026 6:00 PM**

President Marilyn Evans called the meeting to order at 6:00 PM. Trustees present were Brenda Snider, Tina Lyon and Holly Fleshner. Lenah Oltman, the Director, was also present. Bonnie Shinn wasn't in attendance. A Motion to approve the agenda was made by Brenda with a 2<sup>nd</sup> by Marilyn. The minutes were approved by Tina with a 2<sup>nd</sup> by Holly. The bills were also approved unanimously by all present.

New Patrons: 4

Door Count: 1,060

PLOW: 434

Wifi: 272

Physical Circs: 950

Digital Circs: 230

**Directors Report:**

- Lenah presented each Board Member with a new binder with meeting info, Policy manual, trustee manual and training log.
- We were updated about the new construction project.
- A new laptop was purchased. The old one was 5 years old and didn't work.
- Giving tree donations continue to come in.
- Lenah spoke at the Reinbeck PEO meeting. She was presented with a \$250 donation from them.
- Friends of the Library group will hopefully begin in Mid July. Erin Schildroth and Marion Boyer have offered to help with this program. In the future Giving Tree donations will go to this group.
- Lenah has talked to Doug Egesdal about getting a quote for the signage above bookshelves when you enter the library "Welcome to Library" Hoping to possibly use same lettering as wording on Giving Tree. Note: the budget for this signage is \$1,500 according to Brian, the builder.

**Old Business:**

- Lenah shared that Bonnie is looking for volunteers to help with landscaping. It was noted that we have a volunteer list with 29 people signed up to help with library projects.
- Snow Removal and Lawn Care (mowing & trimming) Fy27. There was a motion by Tina with a 2<sup>nd</sup> by Marilyn to pay \$25.00 for snow removal and \$50 per time for mowing/trimming. This person would need to provide their own lawn mower and gas. If we are unable to find someone to do it the City will be asked to do it. The motion was approved by all present.
- The Board shared that we will be offering the new Director position to Michelle Sieh. Marilyn will be calling Michelle to offer her the job. Brenda will send letters

to the other applicants regarding filling this position once we know Michelle has accepted the position.

**New Business:**

- Credit Card/Venmo - Motion was made by Marilyn with 2<sup>nd</sup> by Brenda to switch credit card and Venmo account (account through the City) when our new Director starts in June. Approved by all present.
- Contracting/consulting Fee: The board shared their decision, which was made in closed session, that we will pay Lenah \$25.00 an hour and Michelle \$20.00 for time worked.
- Collection Development policy and Circulation Policies were reviewed.
- Some lights were replaced during construction at a cost of \$650.00.
- Hawkeye Alarm – we currently don't have a contract with them and the system is outdated. Lenah will call them and make arrangements for a new system. There was a motion by Tina and a 2<sup>nd</sup> by Holly to have Lenah handle this. This was approved by all present.

Next meeting we will discuss Chapter 11 in Trustee handbook – Effective Board meetings

**Upcoming meetings**

City Council meeting April 6<sup>th</sup> 5:30

Library Board meeting April 13<sup>th</sup> at 4:30 (Marilyn won't be in attendance)

Meeting was adjourned at 7:40.

Respectfully submitted by Brenda Snider, Secretary