

## **Reinbeck Public Library Trustee Board Meeting**

**July 14, 2025**

**4:30 pm**

President Marilyn Evans called the meeting to order. Trustees Tina Lyon, Rebecca Schildroth, Bonnie Shinn, and Lenah Oltman, Library Director, were present. A motion was made and seconded to approve the bills and the agenda. The minutes were approved as read.

### **Past month's Statistics:**

**New Patrons: 18**

**Door Count: 2719**

**Plow: 606**

**WIFI: 629**

**Physical Circulation: 1438**

**Digital Circulation: 285**

**Director's Report:** Lenah showed us the three new Little Tikes Dream Machines for our younger patrons. There will be several book selections to check out with the machine. Teen time is taking up knitting taught by Kari Ruden. Organizations, businesses, and individuals have funded the Summer Reading Program. This comes to around \$3,500. The final program (Bluey) will be this Thursday from 4-6 at the Memorial Building.

She has purchased a wagon to haul items for programs and for use in the building.

We were \$2,948 over budget for the fiscal year that has just ended. The unexpected items were \$1,400 in insurance and approximately \$1,500 in city salaries for their work done for the library.

### **Old Business:**

**Printer Policy/Equipment Use:** The Equipment use policy was presented and discussed. Adding to the policy will be a section dealing with Notary Service, and Cricut/Heat Press. Helen, Cheri, and Lenah will be able to provide this service. The cost will be \$30 per person plus the cost of the stamp. Tina made the motion to accept the Printer Policy/Equipment Use as written and to approve the notary service. Marilyn seconded the motion. The motion passed unanimously.

**Reinbeck Public Library Giving Tree:** Since the Giving Tree will be the primary fundraising instrument for the library remodeling, considerable time was spent on determining the best way to launch our campaign. Lenah will draft a letter that can be tailored for solicitation. Marilyn made the motion, and Bonnie seconded to start our fundraising with the approximately \$7,500 in current donations to the Giving Tree. The motion passed unanimously.

The meeting was adjourned at 6:45 pm. The next board meeting will be on August 11, 2025, at 4:30 p.m.

Respectfully submitted by Rebecca Schildroth, Secretary