

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
July 23, 2025 @ 5:30 pm

I. Call to Order & Introductions

The meeting was called to order at 5:32 p.m. Present: Art Biermeier, Diane Graff, Miriam Schilling, Leslie Fugate, Tracy Grant, Sara Cummings, Susan McDermott, Cindy Krueger, and Kelli Mountford.

II. Approval of agenda

The agenda was approved as written

III. Approval of open minutes from June 25, 2025.

Graff moved to approve the June 25, 2025, minutes. Fugate seconded. The motion passed unanimously.

IV. Correspondence, Appearance, Public Comments

V. Director's Report

VI. Unfinished Business

A. **Financial monthly report for JUNE 2025 - Action**

McDermott moved to approve the June 2025 monthly invoices as presented. Krueger seconded. The motion passed unanimously.

B. **2026 Budget –Informational**

Mountford discussed Capital projects that will need to be funded in 2026 and the following years.

C. **Phone Bill – Informational**

Cummings stated she emailed City Hall, and they provided a list of previous amounts and that they would like the library to stay with their phone provider. The city is looking for a less expensive phone solution.

D. **Hoopla – Action**

Mountford informed the board that at the last Bridges Director's meeting, it was decided that we would terminate our agreement with a 60-day advance written notice due to funding issues. No motion was taken by the board.

E. **Adult Fiction Shelving – Informational**

Mountford informed the board that Bob Renforth, from Auburn, came and took measurements for Adult Fiction shelving, and she is waiting for an estimate.

F. **Policy 430 Computer, Internet, and Wireless Internet Use Policy – Action**

Grant moved to approve Policy 430 with changes. Schilling seconded. The motion passed unanimously.

G. **Policy 455 Outdoor Signage – Action**

Cummings moved to approve Policy 455 with changes. Krueger seconded. The motion passed unanimously.

VII. New Business

A. **2026 -2030 Strategic Plan – Informational**

Mountford presented and proved an overview of the new strategic plan. The Board will review, and it will come back next month for an action item.

B. **Library Director Evaluation – Informational**

This will take place next month. Art will send out the forms.

C. **Library Roof – Informational**

Mountford informed the library board that the flat roof has been leaking once again. It is leaking in three spots. She had reached out to Chad Y. from DPW and now Brian Henning from the school for recommendations for roofing companies to come look at.

D. **Student Worker – Informational**

One of the current library student workers will be leaving for college, and Mountford is in the process of hiring. Board discussed and decided it was a good fit for Mountford to hire two new student workers, splitting hours between the three students, with no increase to the budget.

E. **Staff In-Service Day Wednesday, August 6 – Informational**

Mountford reminded the board that the library will be closed for staff in-service.

F. **Read and Discuss the Library Board Trustee Handbook Chapter 22, “Freedom of Expression and Inquiry” – Informational**

VIII. Future agenda items – Budget 2026, Adult Fiction shelving, Roof, Strategic Plan

IX. Date, place, and time of the next meeting

The next board meeting will be held on **Tuesday**, August 26, at 5:30 p.m. in the Hyer Conference Room.
MEETING DATE CHANGED DUE TO SCHOOL OPEN HOUSE

X. Adjournment

Fugate moved to adjourn at 6:33 p.m. Schilling seconded. The motion passed unanimously.

Respectfully submitted,

Cindy Krueger, Secretary/Finance

JULY MONTHLY STATISTICS		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Library Card Holders	2024	2370	2380	2391	2403	2415	2443	2470	2486	2436	2434	2274	2292
	2025	2301	2315	2317	2330	2353	2400	2422					
	% of Change	-2.91%	-2.73%	-3.09%	-3.04%	-2.57%	-1.76%	-1.94%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
NEW Library Card Holders	2025	13	18	20	25	30	47	24					
	% of Change	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Checkouts (Circulation)	2024	4024	4344	3645	4306	3595	5529	6002	4483	3947	4284	4186	4178
	2025	4662	4182	4539	4122	4134	6254	6777					
	% of Change	15.85%	-3.73%	24.53%	-4.27%	14.99%	13.11%	12.91%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
eBook/Audio Checkouts (Circulation)	2024	986	887	914	826	785	710	875	778	762	882	723	747
	2025	868	856	840	909	935	950	1029					
	% of Change	-11.97%	-3.49%	-8.10%	10.05%	19.11%	33.80%	17.60%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Library Visits	2024	1759	1725	1864	2207	2299	3064	3030	2000	2052	2157	1922	1381
	2025	1956	1970	2384	2280	2387	3002	2997					
	% of Change	11.20%	14.20%	27.90%	3.31%	3.83%	-2.02%	-1.09%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Meeting Room Use BY PUBLIC	2024	8	12	8	14	13	9	9	9	11	11	11	6
	2025	9	17	20	18	9	13	13					
	% of Change	12.50%	41.67%	150.00%	28.57%	-22.22%	44.44%	44.44%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Public Computer Use	2024	101	130	91	118	106	74	75	73	87	75	82	77
	2025	77	73	105	100	108	97	80					
	% of Change	-23.76%	-43.85%	15.38%	-15.25%	1.89%	31.08%	6.67%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
WiFi Use	2024	135	181	182	200	204	203	202	221	254	208	188	165
	2025	230	232	200	217	202	209	202					
	% of Change	70.37%	28.18%	9.89%	8.50%	-0.98%	2.96%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Outreach to local schools, daycares, & residents	2024	63	152	57	183	133	70	84	63	91	74	119	78
	2025	114	186	131	139	109	83	50					
	% of Change	80.95%	22.37%	129.82%	-24.04%	-18.05%	18.57%	-40.48%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Checkouts	2024	20	20	20	21	18	19	20	16	19	22	18	15
	2025	15	14	18	15	15	16	18					
	% of Change	-25.00%	-30.00%	-10.00%	-28.57%	-16.67%	-15.79%	-10.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Adult Number of Programs	2024	162	153	201	161	121	265	188	159	153	244	122	147
	2025	197	103	188	119	197	261	153					
	% of Change	21.60%	-32.68%	-6.47%	-26.09%	62.81%	-1.51%	-18.62%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Teen (12-18) Number of programs	2024	4	4	3	3	3	9	10	4	4	4	3	3
	2025	4	3	3	1	0	7	10					
	% of Change	0.00%	-25.00%	0.00%	-66.67%	-100.00%	-22.22%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Attendance	2024	50	26	32	25	24	166	108	38	27	44	29	24
	2025	21	10	24	24	0	185	99					
	% of Change	-58.00%	-61.54%	-25.00%	-4.00%	-100.00%	11.45%	-8.33%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Children's Number of programs	2024	15	17	17	18	16	28	33	14	16	17	14	12
	2025	12	14	12	17	13	19	28					
	% of Change	-20.00%	-17.65%	-29.41%	-5.56%	-18.75%	-32.14%	-15.15%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Attendance	2024	367	264	425	465	1035	2016	1694	425	435	591	429	393
	2025	355	329	351	613	943	1715	1249					
	% of Change	-3.27%	24.62%	-17.41%	31.83%	-8.89%	-14.93%	-26.27%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
GENERAL ALL AGE PROGRAMS	NEW 2025												
Number of Programs		1	1	1	4	4	4	4					
Attendance		69	67	84	342	699	671	185					