

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
March 25, 2026 @ 5:30 pm

- I. Call to Order & Introductions
The meeting was called to order at 5:35 p.m. Present: Art Biermeier, Diane Graff, Tracy Grant, Susan McDermott, Cindy Krueger(phone), Sara Cummings, and Kelli Mountford.
- II. Approval of agenda
The agenda was approved as written
- III. Approval of open minutes from February 25, 2026.
Cummings moved to approve the February 2026 minutes with the change of adding Fugate as attended. Graff seconded. The motion passed unanimously.
- IV. Correspondence, Appearance, Public Comments
- V. Director's Report
- VI. Unfinished Business
 - A. **Financial monthly report for February 2026 - Action**
Cummings moved to approve the February 2026 monthly invoices as presented. Krueger seconded. The motion passed unanimously.
 - B. **Budget 2026 – Informational**
 - C. **Adjacent County Dollars – Informational**
Mountford presented the draft 2027 County reimbursement numbers using the annual report and circulation numbers from 2025.
 - D. **Computer Installation – Action**
Cummings moved to approve allowing Taylor Computers to install the nine computers, with the amount that may fluctuate, as Mountford was quoted. Grant seconded. The motion passed unanimously.
 - E. **ADA Website Update – Informational**
Mountford updated the library board about the progress on making the library website ADA accessible by April 2027. The library has received the results of its website's Dyno Mapping, which was completed for the KJML by the Bridges Library System.
 - F. **Job Descriptions, "Librarian" and "Assistant Director" – Action**
Grant moved to approve both job descriptions as written. Cummings seconded. The motion passed unanimously.
 - G. **Review Policy 417 Zoo Pass – Action**
Cummings moved to approve Policy 417 Zoo Pass as is. Grant seconded. The motion passed unanimously.

VII. New Business

A. Chad (DPW) Parking Lot Bids – Informational

The bid that Chap from DPW received for the prep seal, pavement sealer, and restripe parking lot according to the current layout specifications was provided to the Library Board. Since this was approved as a Capital project and the money was already approved, this does not have to come back to the board next month. The Board recommended going ahead with this bid.

B. Review Photo Permission Policy 445 – Informational

Mountford discussed Policy 445 Photo Permission, and that it will be brought up next month for discussion and final approval.

C. Read and Discuss the Library Board Trustee Handbook Introduction and Chapter 1, “The Trustee Job Description” – Informational

The board decided to table this item for future discussion.

VIII. Future agenda items – Budget 2026, Policy 445, Job Description, Computers, ADA website

IX. Date, place, and time of the next meeting: Wednesday, April 22, at 5:30 p.m. in the Hyer Conference Room

X. Adjournment

Grant moved to adjourn at 6:14 p.m. Biermeier seconded. The motion passed unanimously.

Respectfully submitted,
Cindy Krueger