

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
August 26, 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, and Kelli Mountford.
- II. Approval of agenda
The agenda was approved as written
- III. Approval of open minutes from July 23, 2025.
Cummings moved to approve the July 23, 2025, minutes. Schilling seconded. The motion passed unanimously.
- IV. Correspondence, Appearance, Public Comments
- V. Director's Report
- VI. Unfinished Business
 - A. **Financial monthly report for July 2025 - Action**
Fugate moved to approve the July 2025 monthly invoices as presented. McDermott seconded. The motion passed unanimously.
 - B. **2026 Budget – Action**
Mountford presented the 2026 library budget. Cummings made a motion to approve the 2026 library budget as presented. Grant seconded. The motion passed unanimously. The City Finance Committee will meet with the Library Board of Trustees to discuss the library's budget on Monday, September 15, at 5:30 pm in the Junginger Community Room at the KJM Library.
 - C. **Flat Roof – Action**
Cummings made a motion to table the flat roof item until Mountford receives the invoice or more information about the fixes that were made by Pioneer Roofing. Schilling Seconded. The motion passed unanimously.
 - D. **Adult Fiction Shelving – Action**
Cummings made the motion to approve the purchase of two adult fiction shelving units from Auburn Ridge up to the amount of \$12,000.00, with a discount if we advertise using a sign for a specified amount of time. McDermott seconded. The motion passed unanimously.
 - E. **2025-2030 Strategic Plan – Action**
Cummings moved to approve the 2025-2030 Strategic Plan. Grant seconded. The motion passed unanimously.

VII. New Business

Cummings moved to review items B and C under new business before A on this agenda only. Biermeier seconded. The motion passed unanimously.

Biermeier moved to move to a closed session - The Library Board will convene to a Closed Session on the matter per State Statute 19.85(1)(c) "considering employment, promotion, compensation, or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility." The committee will reconvene in an open session upon the conclusion of the closed session. **Fugate seconded. The motion passed unanimously.**

A. Library Director Evaluation –Action

Cummings approved the library director's evaluation. Fugate seconded. The motion passed unanimously.

Biermeier moved to move out of the closed session. Cummings seconded. The motion passed unanimously.

B. Policy 515 Facility Use/Conference Room Use – Informational

Mountford discussed the use of the conference and changing the wording on the policy. This will be brought to the September meeting.

C. Read and Discuss the Library Board Trustee Handbook Chapter 23, "Dealing with challenges to Materials and Policies" – Informational

VIII. Future agenda items – Budget 2026, Adult Fiction shelving, Flat Roof, Policy 515

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

The City Finance Committee and Library Board Meeting will be held on Monday, September 15, at 5:30 p.m. in the Junginger Community Room.

The next board meeting will be held on Wednesday, September 24, at 5:30 p.m. in the Hyer Conference Room.

X. Adjournment

Cummings moved to adjourn at 6:31 p.m. Grant seconded. The motion passed unanimously.

Respectfully submitted,

Kelli Mountford, Library Director