

KLING MEMORIAL LIBRARY BOARD

MEETING AGENDA

Date:	Thursday, July 9, 2026	Location:	Meeting Room
Time:	4:30 PM	Meeting Type:	Regular meeting

Board Members:

- | | |
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| ☐ Cindy Freese | ☐ Clay Edwards |
| ☐ Sally Lennard | ☐ Kristen Reichert |
| ☐ Ron Dellit | ☐ Lindsey Freese, Director |
| ☐ Jerry Zeiner | ☐ Merideth Mcdonald, Council Liaison |

STANDING AGENDA ITEMS

<i>Item</i>	<i>Motion/Second</i>	<i>Time</i>
1. Call to order		
2. Roll call		
3. Adoption of agenda		
4. Approval of minutes		
5. Friends Liaison Report - Upcoming Meeting 8/20		
6. Director's report - updates, usage, circulation, financial statements		
7. Approval of Bills		
8. Adjournment		

ACTION AND AGENDA ITEMS

<i>Agenda Items - Old Business</i>	<i>Motion/Second</i>	<i>Next Agenda Y/N</i>
1. Children's Area Remodel		
2. Consideration of AI Acquisitions		
<i>Agenda Items - New Business</i>	<i>Motion/Second</i>	<i>Next Agenda Y/N</i>
1. Filling Trustee Vacancy		
2. Designation for Posting Public Notice of Meetings		

NEXT MEETING: AUGUST 13, 2026 4:30PM

Kling Memorial Library Board Meeting Minutes

June 11, 2026

President Cindy Freese called the regular meeting of the Kling Memorial Library Board of Trustees to order at 4:29pm. Board members present were: Cindy Freese (President), Jerry Zeiner (Vice President), Ron Dellit, Lisa Schupbach, Kristen Reichert along with City Council Liaison Merideth McDonald and Library Director Lindsey Freese. The following board members were absent: Sally Lennard (Secretary), and Clay Edwards.

Lisa Schupbach moved to adopt the June meeting agenda. Jerry Zeiner seconded the motion, and the motion carried unanimously. Ron Dellit moved to approve the May 2026 meeting minutes. Zeiner seconded the motion, and the motion carried unanimously.

Director Lindsey Freese provided a report of the Friends of the Library meeting held May 21, 2026. The Friends of the Library approved purchasing book prizes for Kling Memorial Library's 2026 Summer Reading Program. Purchase of an Adventure Pass was also approved. Friends of the Library postponed the vote for officers until the upcoming June meeting.

Director Lindsey Freese shared her Director's Report. The following are highlights from her report:

- The Library was awarded \$11,000 from the Max and Helen Guernsey Charitable Foundation. With the addition of this grant, the fundraising goal for the Children's Area Remodel was met.
- Director Freese attended the Director Roundtables for the North Central Iowa district at the Charles City Public Library on May 19th. Jay Peterson from the State Library of Iowa presented on the history of libraries, and the future for community engagement.
- Young Plumbing and Heading completed annual maintenance on May 8th. They reported that two units are now almost 30 years old, and will need to be replaced in the near future.
- Summer Reading Program Update:
 - Teen Advisory Board (TAB) ran the escape room in May.
 - Summer Reading Kickoff was held May 30th with approximately 250-300 in attendance.
 - There are 268 registrants of all ages for the Summer Reading Program.
 - The Mississippi River Museum program on June 3rd had over 235 attendees.
 - Attendance remained high for additional programs, including Monday STEM for 1st-5th graders, Thursday Teen programs, and Friday Sensory Play
- Director Freese filed the Enrich Iowa Letter of Agreement with the State Library for FY27, including the City of Holland contract. The FY25 "Big Stats Book" offering statistics of comparable libraries in the state has been published
- The library received \$465 in financial donations in memory of Patty Copeman. In recognition of her service and involvement with the library, the Copeman family and the Grundy Center Sorority expressed interest in purchasing a memorial item. The board reviewed several memorial options that have been presented to the family.

The board reviewed the May 2026 circulation statistics. While circulation decreased by 235 items compared to the previous month, it increased by 68 items over May 2025. Total library attendance for May 2026 reached 2,328 patrons.

The board formally acknowledged and thanked the following donors for their generous support:

- **Gift Books:** Cindy Haefner, CJ Thompson, Lindsey Freese, Cherie Souhrada, and Marilyn Hawn.

- **Children's Area Remodel:** Kling Memorial Library Foundation, Roy J. Carver Charitable Trust, and the Max and Helen Guernsey Foundation.
- **Summer Reading Program:** Grimm's Automotive, HEM Paving, Jane Hommel, and the Friends of the Library.
- **Patty Copeman Memorials:** The Margie Reynolds family, Marty Severance, Kathy Ross, Jan Heltibridge, Gloria Kuester, Lisa Schupbach, and Donna Ramundt.

The board reviewed the financial reports with one month remaining in the fiscal year (FY26). As of June 9, the library has utilized 94.14% of its annual budget. Dellit moved to approve the payment of May bills. Schupbach seconded the motion, and the motion carried unanimously.

General:				
Department #	Vendor	Amount	Description	Voucher #
001-410-6505	Amazon Capital Services	\$294.14	Books	6-26-1
001-410-6507	Amazon Capital Services	\$73.07	Supplies	6-26-1
001-410-6507	Bunkers, Emery	\$33.67	Supplies	6-26-2
001-410-6505	Cengage Learning	\$72.60	LP Books	6-26-4
001-410-6505	Center Point LP	\$195.36	LP Books	6-26-5
001-410-6250	DEMCO	\$1,944.95	Computer Chairs	6-26-6
001-410-6507	DEMCO	\$1,085.54	Computer Chairs	6-26-6
001-410-6230	Freese, Lindsey	\$97.59	Mileage Reimbursement	6-26-7
001-410-6725	GFC Leasing	\$200.02	Copier Contract	6-26-8
001-410-6417	GNB Bank	\$118.71	Flowers for Planters	6-26-9
001-410-6502	GNB Bank	\$6.00	DMCA Copyright	6-26-9
001-410-6516	GNB Bank	\$86.13	Passport Postage	6-26-9
001-410-6371	GC Muni Utility	\$348.86	Library Lighting	6-26-10
001-410-6372	GC Muni Utility	\$231.50	Library Heating	6-26-10
001-410-6373	GC Muni Utility	\$53.10	Telephone	6-26-10
001-410-6516	KML Petty Cash	\$38.70	Passport Postage	6-26-11
001-410-6310	Lon's Plumbing	\$119.45	Service Call	6-26-13
001-410-6012	Marin, Lindsay	\$400.00	Janitorial Wages	6-26-14
001-410-6502	Midwest Tape	\$419.03	Hoopla Circs	6-26-16
001-410-6417	Precision Lawn Care	\$296.00	Lawn Care/Mowing	6-26-17
001-410-6310	Schendel Pest Control	\$58.36	Pest Control	6-26-18
001-410-6726	T & T Computers	\$164.97	AVG/AVAST Licenses	6-26-19
001-410-6310	UniFirst Corps.	\$85.10	Floor Mats	6-26-20
001-410-6726	Xerox Corp	\$54.71	Copier Contract	6-26-21
001-410-6310	Young Plumbing and Heating	\$51.50	Maintenance Materials	6-26-22
	SUB-TOTAL	\$6,525.36		
Gifts:				
Department #	Vendor	Amount	Description	Voucher #
181-410-6505	Amazon Capital Services	\$181.93	Gift Books	6-26-1
181-410-6507	Amazon Capital Services	\$946.67	LoT & Children's Area	6-26-1
181-410-6520	Amazon Capital Services	\$146.30	SRP Supplies	6-26-1
181-410-6520	Bunkers, Emery	\$63.15	SRP Supplies	6-26-2
181-410-6730	Cardinal Construction	\$29,147.87	Children's Area Construction	6-26-3
181-410-6507	GNB Bank	\$31.52	Program Supplies	6-26-9
181-410-6520	GNB Bank	\$715.88	SRP Supplies	6-26-9
181-410-6730	GNB Bank	\$1,038.60	Children's Area Peg Wall	6-26-9
181-410-6507	KML Petty Cash	\$22.73	Program Supplies	6-26-11
181-410-6730	Library Furniture Intl	\$11,885.63	Shelving Deposit	6-26-12
181-410-6507	Meester, Shannon	\$106.78	Gift DVDs	6-26-15
	SUB-TOTAL	\$44,287.06		
	GRAND TOTAL	\$50,812.42		

Old Business - Children's Area Remodel: The board discussed the children's area remodel, which is nearing completion. Director Freese reviewed a \$2,350 bid from Science by Design for a donor recognition wall. Additionally, the peg wall has been ordered, and storytime cushions will be purchased in the near future.

Old Business - Library Director Annual Review: The board completed the annual performance evaluation for the Library Director. Board President Freese presented the compiled scores and comments. Board members formally commended Director Freese for her dedicated work and strong commitment to the library.

New Business - Election of Officers and Trustee Updates: The board conducted its election of officers. Upon a motion made and seconded, Cindy Freese was elected as President, Jerry Zeiner as Vice President, and Sally Lennard as Secretary.

In trustee business, the board reviewed the terms of Trustees Schupbach and Reichert, both ending in June 2026. Trustee Reichert agreed to serve an additional term. Trustee Schupbach stated she will step down at the conclusion of her term in June 2026; the board thanked her for her service.

New Business - Library Closure for Deep Cleaning: Director Freese requested a two-day closure of the library on July 20 and 21 to facilitate a deep cleaning of the facility. The board discussed the logistics and consented to the proposed dates.

New Business - Consideration of AI-Generated Materials: Director Freese initiated a discussion regarding the regulation and acquisition of print books and materials generated by Artificial Intelligence (AI). She shared research on how other libraries are handling AI policies. Following a board discussion, Director Freese will seek additional guidance from the Iowa Library Association (ILA) and the American Library Association (ALA) before presenting formal policy recommendations to the board.

Dellit moved to adjourn the meeting. Schupbach seconded the motion, and the motion carried unanimously.

June Board Minutes submitted by
Kristen Reichert, Board Trustee

Kling Memorial Library Director's Report

July 9, 2026

The Kling Memorial Library has received Tier 3 accreditation through the State Library of Iowa. Accredited libraries receive a higher rate of compensation through the State Library's Enrich Iowa Program. Our accreditation status began July 1, 2026 and is valid through June 30, 2029.

The State Library and Iowa AEAs have finalized a new agreement for IA Shares Delivery Service. The initial agreement provided one year of service for FY26. Following discussions this spring, a new agreement was reached for the AEAs to facilitate IA Shares delivery service in FY27 along with an option to extend the agreement another year for FY28. They are also working with the vendor LibraryOne to finalize a contract for their CollectConnect platform. This platform, which was previously Baker & Taylor Bibliostat, would allow the State Library to collect data from public libraries for things like the Enrich Iowa report and the Annual Survey. This may have an impact on when the reports become available to file.

Adult Trivia Night at South Porch Cider Co. on June 23rd went very well. We had 8 teams with 40 people participating. Since it was so well received, we are considering planning another trivia event, possibly as a fundraiser, for this fall. Our final adult summer reading program was the Sip & Stencil DIY custom book edges on July 7th. We had 10 adults join us at the library for that craft night.

The last few children's programs for summer reading were also very well attended. We received a lot of compliments on the Buck Jones drawing workshop, with one family coming from Marshalltown specifically so their child could meet someone who has made a profession out of drawing. Our America 250th Birthday party was a smash with over 150 kids and families joining us to celebrate. Emery's 1st-5th grade Dino STEAM day were also very successful this year, averaging 32 attendees each week. Shannon did a great job leading teen programs this summer as well. We had 81 teens total participate in our YA programming, a slight increase from last year.

On July 2nd we held a donors open house and invited individuals and those from community groups who donated to the project to check out the finished Children's Area. Unfortunately, the weather was terrible, but we still had about 10 people show. There is a full list of donors recognized on the wall in the Children's Area.

I had Service Roofing out of Waterloo come to inspect some of the places where water was coming in. They sealed a couple areas on the west side of the roof where water was leaking into the meeting room. They also said there were some areas where the flashing had come away, so they were able to fix those spots as well. With all of the hard rain we had on July 2nd we did not notice any rain dripping in or any ceiling tiles that were water damaged.

**KLING MEMORIAL LIBRARY
MONTHLY REPORT
MONTH OF JUNE 2026**

Circulation:

Total circs for the month: 2449 (print) 378 (Bridges) 383 (Hoopla) = 3,210

Year ago: 2488 (print) 319 (Bridges) 211 (Hoopla) = 3,018

Gain (+) or Loss (-) from last month: +734

Gain (+) or Loss (-) from last year: +192

Largest Daily Circulation: 161 Smallest Daily Circulation: 16

New Borrowers: 21 City: 7 County or Other: 14 Renewals: 40

TOTAL CIRCULATION:

Summary of month's in-house services:

Genealogy: 0 Periodicals: 56 Games/Toys: 304 Coloring Sheets: 197 Make & Take Kits: 96

Special Program: 175 WiFi: 341 Reference/Tech Assistance: 142 Computers: 179

Passport Assistance: 50 Teen Space Use: 40 STEM Users: 143

Patrons Thru the Door: 2,465 (94.8 daily avg.)

MEETING ROOM USE AND PROGRAM ATTENDANCE:

Number of Programs for Children 0-5:	4	Attendance:	119
Number of Programs for Children 6-11:	6	Attendance:	167
Number of Programs for Teens 12-18:	5	Attendance:	74
Number of Programs for Adults 19+:	7	Attendance:	104
Number of General Interest Sessions:	6	Attendance:	705
TOTAL Programs	29	Total Attend:	1,169
Number of Meetings:	10	Attendance:	56

FINANCIAL REPORT: JUNE Revenue

Fax: **\$5.45**

Copy & Printing: **\$212.70**

Passports: **\$880.00**

Gifts & Memorials: **\$1672.57**

Total: \$2,770.72