

Fort Dodge Public Library Board of Trustees

Meeting Minutes

July 28, 2025

I. Call to order/Roll Call

Merrily Dixon called to order the regular meeting of the Fort Dodge Public Library Board of Trustees at 3:32 p.m. on July 28, 2025 at the Fort Dodge Public Library.

The following persons were present: Rita Schmidt (Director), Jim Kramer (via Zoom/phone), Merrily Dixon, Brittney Hindman, Sheryl Griffith and Deb Kelleher, David Vinjamuri (via Zoom) and Joe Huberty (via Zoom).

II. Approval of Agenda

A motion to approve the agenda was made by Brittney Hindman and seconded by Sheryl Griffith. Motion carried.

III. Space Audit Report Presentation – David Vinjamuri, ThirdWay Space

IV. Approval of Minutes

Rita Schmidt forgot to include the June 2025 meeting minutes in the board packet this month. Board members agreed to approve them with the July 2025 meeting minutes at the August 2025 meeting.

V. Comments/Questions from the Public

VI. Bills and Financial Reports

- a. Jim Kramer moved payments in the amount of \$6,536.858 to be approved in the Gift and Memorial Accounts. Deb Kelleher seconded. Motion carried.
- b. Sheryl Griffith moved payments in the amount of \$14,352.18 to be approved in the City Funds Accounts. Brittney Hindman seconded. Motion carried.

VII. Communications/Board Education

Thank you note received from Iowa Vocational Rehab and FDSH TAP for library tour.

VIII. Committee Reports

- a. Friends of the Library – Rita Schmidt reported that the Friends are still looking for 2-3 new Board members. The Friends Book Store made more than \$16,000.00 this last year and have sold 14 of the 24 canvas bags they have available. The Friends Board approved Schmidt's budget request of \$23,500.00 for FY26.

IX. Director's Report

Programming/Services

- State Library now partnering with the AEAs to provide ILL delivery service (IAShares) starting August 4th.

Building

- Midstate Plumbing quote for replacement return fan's electric motor in this month's packet. Will be paid for using GO bond monies.
- Midstate Plumbing should be here in next few weeks to replace heat pump.
- Viking Sprinkler technician repaired main drain. Also discovered our backflow valve will need to be repaired. Schmidt is waiting for a quote.

- IowaWorks will not need to use our lobby conference room as they have secured office space in the Webster County HHS building.

Budget

- Friends approved our request for \$23,500.00 for FY26.

Personnel

- Taylor McCoy, one of our part-time LALLs has taken a full-time position with the ICCC bookstore. Leaving her position unfilled, along with other salary savings, allows us to meet the \$51,000.00 reduction for FY26 we agreed to this spring.
- Heidi Ingram will start August 4th as the Library's new Administrative Coordinator.

Miscellaneous

- All of our Enrich Iowa reports for FY25 have now been filed.

Board

- State Library is offering a webinar via Zoom on August 6th at 6:30 p.m. entitled "From Planning to Impact: Strategic Planning Essentials for Library Boards". Board president Merrily Dixon mentioned training re: Open Meetings/Open Records Training now required by state law for new board members. Suggested board members may want to take it as a refresher. Director Schmidt agreed to forward additional information to board members.

X. Old Business

XI. New Business

- A. Approval for the repair of return fan's electric motor by Midstate Plumbing for \$6,898.00 using GO Bond monies. Sheryl Griffith moved the motion to approve the repair.
Seconded by Jim Kramer. Motion carried.

XII. Adjournment

Sheryl Griffith moved a motion to adjourn. Seconded by Brittney Hindman. The motion carried.
The meeting was adjourned at 5:27 p.m.