

**City of West Liberty Public Library**  
**West Liberty Public Library Board of Trustees**  
**Regular Meeting Minutes from December 17, 2025**  
**West Liberty Public Library Lower-Level Meeting Room**

**Present at Meeting:** Trustees Sergio Guerrero-Ibarra, Keegan Paisley, Rachel Morrison, and Samuel Morel, along with City Council Liaison Josh Shiltz, Director Allie Paarsmith, and Assistant Director Ali Oepping

- I. Call to Order – 7:08pm**
- II. Approval of Agenda**
  - a. Motion to amend the agenda for the roof contract
    - i. Motion by Guerrero-Ibarra, Second by Morrison 4-0
- III. Approval of Minutes**
  - a. Motion by Morrison, Second by Guerrero-Ibarra 4-0
- IV. Public Discussion**
  - a. Library roof is still leaking. Allie will contact DC Taylor about this to see what the cost would be to have them come out and check things over.
- V. Financial Report**
  - a. Quickbooks now gives a report of all unpaid bills
  - b. Library is at 42% of budget spend, at 50% of the fiscal year
    - i. Motion to approve report and pay expenses
      - 1. Motion by Guerrero-Ibarra, Second by Morrison 4-0
- VI. Director's Report**
  - a. Given by Paarsmith
- VII. Announcements from Members**
  - a. n/a
- VIII. Old Business**
  - a. Board recommendations being made to Mayor Mark Smith for Skyler Appler, Melanie Clark, and Christine Guerra
    - i. Motion by Morrison, Second by Paisley 4-0
- IX. New Business**
  - a. Meeting room policy exception
    - i. Temporary waiver for Genny Escareno (Adult Services) to carry out a pilot program for the library during closed hours.
      - 1. Per discussion with the board, an exception will be made with the following caveats: At least five people must be in attendance at the program, and an update will need to be presented to the board.
        - a. Motion by Guerrero-Ibarra, Second by Morrison 4-0
  - b. Climate Engineers contract
    - i. Annual payment to be billed in July 2026
      - 1. Motion by Morrison, Second by Paisley 4-0
  - c. Roof update
    - i. Allie will reach out to Lenny Larson about the bidding process
- X. Adjourn Meeting – 8:02pm**