

Elkader Public Library Board of Trustees

Regular Board Meeting – Tuesday, August 12, 2025

1. Call to Order – President Jennifer Wilwert called the meeting to order. Board members present were: Susanne Hankey, Matthew Wilke, Joe Minor, Bob Griffith, and Jennifer Garms. Also in attendance was Library Director Samm Schwarz
2. Approval of the Agenda – Wilke moved to approve the agenda. Hankey seconded. Motion carried.
3. Minutes from Last Month’s Meeting – Hankey moved to approve the July minutes. Griffith seconded. Motion carried.
4. Payment of Bills – Griffith moved to approve the payment of bills with addition of Alpine Communications. Garms seconded. Motion carried.
5. Monthly Financial Report – Reviewed.
6. Director’s Report – Reviewed.
7. Friends of Library Report – Reviewed June and July minutes.
8. Foundation Report – Reviewed December 2024 minutes.
9. Unfinished Business
 - a. Strategic Plan: Item 1 – The Board discussed Objective 1A and directed Schwarz to bring forward some options for a new logo for the library that is in line with the recent branding for the City of Elkader.
10. New Business
 - a. Bulletin Board Policy/Display and Exhibit Policy – The Board opted to separate the Displays, Exhibits, and Bulletin Board Policy using the majority of verbiage. Minor moved to adopt the Bulletin Board Policy. Wilke seconded. Motion carried. Griffith moved to adopt the Displays and Exhibits Policy with an additional line stating “The exhibition period will be set by the Library Director.” Hankey seconded. Motion carried.
 - b. Library Wireless Network – Garms moved to move forward with the quote from Solutions by Mark LLC in the amount of \$1,659.95 for a new wireless network system. Minor seconded. Motion carried.
 - c. Point of Sale System – The Board instructed Schwarz to item to wish list.
11. Trustee Training: Iowa Public Information Board (IPIB) Training Requirements Mandate – Reviewed.
12. Public Comments – None.
13. Adjournment – Hankey moved to adjourn the meeting at 6:16 PM. Minor seconded. Motion carried.

Respectfully submitted,
Jennifer Garms, Vice-President