

BOARD OF TRUSTEES OF THE INDIANOLA PUBLIC LIBRARY

January 13, 2026

5:30 PM

Indianola Public Library - Meeting Room B

Agenda

Present: Library Director - Michele Patrick, Randi Malone, Andy Brittingham, Val Craven, Sally Van Dorin, Dawn Goodale, Cyd Dyer, Andrea Carlson

1. Call to Order

Andy called the meeting to order at 5:32pm.

2. Public Comment

No public comment.

3. Agenda Approval

MOTION: *Dawn motioned to approve the agenda. Sally seconded. Motion carried.*

4. Minutes Approval

- a. December 9, 2026 Meeting Minutes*

MOTION: *Cyd motioned to approve the December 9 meeting minutes. Andrea seconded. Motion carried.*

5. Trustee Continuing Education

- a. Trustee Handbook - Chapter 5: Five Responsibilities of the Library Board
Chapter 5 of the Trustee Handbook was reviewed. This was in relation to the key responsibilities of the Library Board. Andy noted that key activities are developing the budget, developing and monitoring policies, planning for the Library's future, evaluating services and advocating for advancement.

6. Financial Reports

- a. Approve Monthly Claims*

Michele gave a summary of monthly claims and noted that all are routine bills.

MOTION: *Randi motioned to approve the monthly claims. Andrea seconded. Motion carried.*

- b. Review Financial Reports

Michele noted that we are halfway through the year and things are looking great for this time of year.

7. Unfinished Business

Discussion was held about the progress toward a new library and Andy noted that there is an upcoming meeting with OPN to hopefully complete the concept for the new library.

8. New Business

- a. Policy Review: Bed Bugs*

Michele provided some recommendations to the current bed bugs policy. The board reviewed the policy and agreed with the recommendations for change, which clarify the frequency of inspection and how to handle such a situation.

MOTION: *Dawn motions to approve the recommended changes to the bed bug*

policy. Val seconded. Motion carried.

b. Policy Review: Test Proctoring*

Michele provided a recommended update to the test proctoring policy which updates the verbiage to specify “three business days in advance” for making arrangements.

MOTION: *Sally motions to approve the recommended changes to the test proctoring policy. Cyd seconded. Motion carried.*

9. Reports

a. Friends of the Library Report

Sally reported that there was no formal Friends meeting in December, but some ideas were thrown out in an informal meeting for the Friends to do to raise money in the future. The emails went out for Trivia for the end of February as well.

b. Director’s Report

Michele noted that the Souper Bowl is currently happening at the Library. The Mayor attended the last event and they had a successful event.

Accreditation paperwork was submitted this week and Michele believes that we should be good.

Additionally, the FY27 budget is being discussed and it will likely be a down year with some additional cuts that the Library Board may need to discuss or review in the future.

Dinofest is upcoming and the Friends are supporting.

c. Library Statistics

Michele summarized the statistics. Andrea posed a question about teen circulation and Michele made a note to review and correct those. Most decreases can be attributed to being open one less day a week.

10. Agenda Items for the Next Meeting

- *Possibly an OPN update from the upcoming meeting.*
- *A group from Simpson will present to the Library Board on their project about the impact of the State budget and its impact on libraries in general. The Mayor will also attend.*

11. Trustee Comments

No Trustee Comments.

12. Adjourn

Motion to Adjourn by Andy. *The meeting adjourned at 6:02pm.*