



BOARD OF TRUSTEES OF THE INDIANOLA PUBLIC LIBRARY

April 14, 2026

5:30 PM

Indianola Public Library - Meeting Room B

Agenda

- 1. Call to Order**
- 2. Public Comment**
- 3. Agenda Approval**
- 4. Unfinished Business**
 - A. Building Update
- 5. Minutes Approval**
 - A. March 10, 2026 Meeting Minutes*
- 6. Trustee Continuing Education**
 - A. Legislature Update
- 7. Financial Reports**
 - A. Approve Monthly Claims*
 - B. Review Financial Reports
- 8. New Business**
 - A. Library Board Opening
- 9. Reports**
 - A. Friends of the Library Foundation Report
 - B. Director's Report
- 10. Agenda Items for Next Meeting**
- 11. Trustee Comments**
- 12. Adjourn**

BOARD OF TRUSTEES OF THE INDIANOLA PUBLIC LIBRARY

March 10, 2026

5:30 PM

Indianola Public Library - Meeting Room B

Agenda

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

1. Call to Order

Andy called the meeting to order at 5:30pm.

2. Public Comment

No public comment.

3. Agenda Approval

MOTION: *Cyd motioned to approve the agenda. Andrea seconded. Motion carried.*

4. Minutes Approval

a. February 10, 2026 Meeting Minutes*

MOTION: *Cyd motioned to approve the February 10 meeting minutes. Andrea seconded. Motion carried.*

5. Trustee Continuing Education

a. Legislature Update

New legislation was recently presented to the friends that would have financial implications for libraries. There has been discussion about controls in libraries and the logistical and financial impacts that would have for libraries to comply.

6. Financial Reports

a. Approve Monthly Claims*

Michele gave a summary of monthly claims and noted that all are routine bills. Discussion was held regarding the OPN invoice.

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

b. Review Financial Reports

Michele noted that we are 66% of the way through the year and things are looking great for this time of year. We got the check from the county, which was more than we expected, and there is nothing unusual with expenditures.

7. Unfinished Business

a. Budget Update

Michele explained the draft budget and noted a 4% increase, including COLA raises and anyone eligible for a step raise.

b. Building Update

Andy reported that there was a 2/27 meeting to see the updated concept for the library. We are getting closer to actual numbers but are not quite there yet. The initial budget numbers are a bit higher than expected, so it continues to be reviewed. The City Manager is in discussions with the City Council. Some thoughts were presented regarding fundraising but that is not part of the final

budget plan. Andy hopes to provide more information soon.

8. New Business

a. Policy Review: Gifts and Memorials*

Michele provided the updates to the Gifts and Memorials policy. Discussion was held regarding the updates. Cyd suggested updating the language to "indianola friends will provide you with a receipt." The group consensus was to accept this amendment.

MOTION: *Randi motioned to approve the updated policy with Cyd's amendment. Andrea seconded. Motion carried.*

9. Reports

a. Friends of the Library Report

Sally was not at the meeting but Michele noted that the Friends group is working on branding and technology sophistication. Library trivia was held and they will report on that next time.

b. Director's Report

Michele gave her report and the key item was highlighting the union agreement.

c. Library Statistics

Michele summarized the statistics and noted that they are looking good.

10. Agenda Items for the Next Meeting

- *Val and Sally's terms are expiring July 1. Michele asked that both let her know if they plan to re-up or not. Michele will provide guidance if we are to seek new board members.*

11. Trustee Comments

No Trustee Comments.

12. Adjourn

Motion to Adjourn by Andy. *The meeting adjourned at 6:12pm.*

Iowa Legislature Update

For informational purposes only, here is an update on an active bill whose provisions would impact IPL operations if enacted:

SF2432 with Amendments [H-8260](#) & [H-8277](#)

Although SF2432 is proposed legislation for city health department boards, two unrelated amendments have been added which would significantly alter library operations and governance.

Key Aspects of Amendment H-8260 (to SF 2432):

- Requires libraries to label materials defined as "inappropriate for minors" based on new state-defined, age-appropriate standards.
- Assigns city staff responsibility for enforcing access restrictions under these standards.
- Mandates staff obtain parental approval for minors to check out individual restricted items.
- Eliminates existing library boards and reestablishes them as advisory bodies.
- Shifts the authority of appointing library board members from the Mayor to City Council.
- Ties all state and local funding to compliance with these content-based restrictions.
- City Council appoints the library director. Applications become public records and a public hearing is required before the council can vote to appoint.

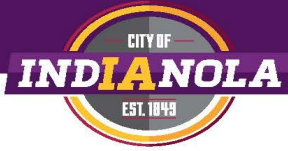
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Key Aspects of Amendment H-8277 (to SF 2432): -

- Amends the amendment to make a clearer definition of restricted content.
- Specifies that an adult's access to library material may not be restricted.
- Includes "digital file" in library materials, which may have implications for ebooks.
- Adds language to clarify the process for parents to sue the City for providing access to restricted materials without permission.

H-8260: <https://www.legis.iowa.gov/legislation/BillBook?ga=91&ba=H-8260>

H-8722: <https://www.legis.iowa.gov/legislation/BillBook?ga=91&ba=H-8277>



Invoices for Board Meeting

April 14, 2026

| Vendor | Amount | Description of services or goods |
|---------------------------|------------|---|
| Amazon | \$6,419.24 | Craft supplies, DVDs, TBR goodies, books, other materials and supplies |
| Brick Gentry | \$1,040.00 | Correspondence regarding union negotiations |
| Cengage Group | \$59.98 | Large print books |
| City of Indianola (IMU) | \$1,817.66 | Utilities (Mar and Apr invoices) |
| Demco | \$2,620.98 | basket cart, computer station for OPAC, repair supplies |
| Dust Pros | \$1,803.75 | Janitorial services, supplies(Feb & Mar invoices) |
| Envisionware | \$1,337.12 | Annual license and support services for public printing and computer services |
| Ingram | \$372.19 | Books |
| Iowa Water Management Co. | \$54.48 | Monthly agreement |
| MidAmerican Energy | \$250.74 | Natural Gas |
| OPN Architects | \$1,506.62 | Library predesign |
| Pella Printing | \$214.55 | Envelope printing |
| Playaway Products | \$315.29 | Playaway devices and Wonderbooks |
| Provisio | \$124.00 | kiosk software new license |
| TRM Disposal | \$133.00 | Trash removal |
| Wells Fargo | \$2,472.31 | See statements for details |
| Angela Youngers | \$100.00 | Adult Program speaker fee |

Total: **\$20,641.91**

Approved

Date

Approved

Date

Budget Summary



March 2026

For Fiscal: 2025-2026 Period Ending: 3/31/2026

75% of budget year

| Personnel | March | Year-to-Date | Budget | % Spent |
|--------------|------------------|-------------------|-------------------|--------------|
| Salaries | 39,799.55 | 409,675.99 | 550,129.00 | 74.5% |
| Benefits | 13,448.00 | 110,148.31 | 147,948.00 | 74.5% |
| TOTAL | 53,247.55 | 519,824.30 | 698,077.00 | 74.5% |

| Collection | March | Year-to-Date | Budget | % Spent |
|--------------|-----------------|------------------|------------------|--------------|
| Physical | 3,617.60 | 35,808.16 | 56,000.00 | 63.9% |
| Digital | 0.00 | 6,999.78 | 7,000.00 | 100.0% |
| Special | 392.90 | 3,166.06 | 6,000.00 | 52.8% |
| TOTAL | 4,010.50 | 45,974.00 | 69,000.00 | 66.6% |

| Operations | March | Year-to-Date | Budget | % Spent |
|--------------|-----------------|-------------------|-------------------|--------------|
| Repair/Maint | 479.98 | 22,468.14 | 37,579.00 | 59.8% |
| Computer/IT | 6.00 | 30,763.60 | 36,000.00 | 85.5% |
| Operations | 7,896.15 | 63,168.39 | 93,914.28 | 67.3% |
| TOTAL | 8,382.13 | 116,400.13 | 167,493.28 | 67.3% |

| TOTAL TO DATE | February | Year-to-Date | Budget | % Spent |
|---------------|-----------|--------------|------------|---------|
| | 65,640.18 | 682,198.43 | 934,570.28 | 73.0% |

Revenue

March 2026

For Fiscal: 2025-2026 Period Ending: 03/31/2026

75% of budget year



| | | March | Year to Date | Current Total Budget | Percent Received |
|-----------------------|--------------------------------|-------------------|-------------------|-------------------------|---------------------|
| 001-4100-40000 | Property Taxes | 0.00 | 432,114.09 | 681,945.08 | 63.4% |
| 001-4100-44700 | Library Service Reimbursements | 103,427.00 | 103,427.00 | 82,000.00 | 126.1% |
| 001-4100-47100 | Refunds/Reimbursements | 0.00 | 54.48 | 0.00 | 0.0% |
| 001-4100-47400 | Misc Sales | 310.96 | 3,412.51 | 4,000.00 | 85.3% |
| 001-4100-47641 | Library Fines | 44.03 | 2,040.85 | 3,000.00 | 68.0% |
| 001-4100-49403 | Transfer In--T&A PROP TAX | 0.00 | 9,410.30 | 143,148.00 | 6.6% |
| Revenue Total: | | 103,781.99 | 550,459.23 | 914,093.08 | 60.2% |

Expenditures

March 2026



For Fiscal: 2025-2026 Period Ending: 3/31/2026

75% of budget year

| | | March | Fiscal Activity | Current Total Budget | Percent Used |
|-----------------------|------------------------------|------------------|-------------------|----------------------|--------------|
| 041-4100-60110 | Salaries/Wages | 10,634.38 | 106,827.37 | 138,786.00 | 77.0% |
| 041-4100-60130 | Salaries/Wages | 29,165.17 | 302,848.62 | 411,343.00 | 73.6% |
| 001-4100-61100 | FICA | 3,020.98 | 30,818.80 | 42,407.00 | 72.7% |
| 041-4100-61300 | IPERS | 3,814.07 | 38,504.69 | 51,501.00 | 74.8% |
| 041-4100-61420 | Deferred Comp-457 | 400.00 | 3,487.50 | 4,800.00 | 72.7% |
| 041-4100-61430 | Employee Assistance Program | 0.00 | 300.00 | 300.00 | 100.0% |
| 041-4100-61440 | Wellness Program | 0.00 | 157.50 | 360.00 | 43.8% |
| 041-4100-61500 | Health Insurance | 4,208.86 | 23,042.48 | 32,529.00 | 70.8% |
| 041-4100-61501 | Dental Insurance | 574.64 | 2,298.56 | 3,303.00 | 69.6% |
| 041-4100-61502 | Vision Insurance | 65.84 | 526.12 | 312.00 | 168.6% |
| 041-4100-61503 | HSA Expense | 982.72 | 7,319.00 | 7,203.00 | 101.6% |
| 001-4100-61550 | Life Insurance/ADD/LTD/STD | 380.89 | 3,419.64 | 4,833.00 | 70.8% |
| 041-4100-61599 | Workers' Comp Insurance | 0.00 | 274.02 | 400.00 | 68.5% |
| 041-4100-62100 | Membership Dues/Subscription | 0.00 | 767.00 | 860.00 | 89.2% |
| 041-4100-62300 | Education/Training | 0.00 | 52.97 | 1,000.00 | 5.3% |
| 041-4100-62700 | Mileage | 50.03 | 237.91 | 450.00 | 52.9% |
| 041-4100-63100 | Repair/Maint | 479.98 | 22,468.14 | 37,579.00 | 59.8% |
| 041-4100-63710 | Utilities | 1457.02 | 14,180.23 | 28,000.00 | 50.6% |
| 041-4100-64020 | Advertising & Legal Notices | 38.00 | 424.23 | 1,500.00 | 28.3% |
| 041-4100-64082 | Insurance--General Liability | 0.00 | 6,094.69 | 6,086.10 | 100.1% |
| 041-4100-64083 | Insurance--Property | 0.00 | 9,507.00 | 9,808.18 | 96.9% |
| 041-4100-64084 | Insurance--Boiler/Machinery | 0.00 | 563.00 | 635.00 | 88.7% |
| 041-4100-64090 | Janitorial Services | 3,406.75 | 16,238.14 | 23,000.00 | 70.6% |
| 041-4100-64990 | Misc Contractual | 1974.61 | 7,728.43 | 5,500.00 | 140.5% |
| 041-4100-65020 | Library Books & Periodicals | 3,617.60 | 35,808.16 | 56,000.00 | 63.9% |
| 041-4100-65021 | Digital Materials | 0 | 6,999.78 | 7,000.00 | 100.0% |
| 041-4100-65022 | Special Collections | 392.90 | 3,166.06 | 6,000.00 | 52.8% |
| 041-4100-65060 | Office Supplies | 208.47 | 1,040.06 | 3,000.00 | 34.7% |
| 041-4100-65070 | Materials/Supplies | 228.33 | 1,586.15 | 4,000.00 | 39.7% |
| 041-4100-65079 | Materials/Supplies--Program | 532.94 | 3,942.45 | 7,800.00 | 50.5% |
| 041-4100-65080 | Postage | 0.00 | 806.13 | 1,375.00 | 58.6% |
| 041-4100-65990 | Miscellaneous | 0.00 | 0.00 | 900.00 | 0.0% |
| 041-4100-67240 | Computer Hardware/Software | 6.00 | 30,763.60 | 36,000.00 | 85.5% |
| Expense Total: | | 65,640.18 | 682,198.43 | 934,570.28 | 73.0% |

Library Special Revenue

March 2026

For Fiscal: 2025-2026 Period Ending: 3/31/2026



| Revenue Acct | Expense Acct | March | YTD Revenue | YTD Expenditures |
|----------------------|----------------------|----------------------------|------------------|------------------|
| 141-4100-44302 | 141-4100-65025 | Enrich Iowa | 10,500.15 | 2,283.19 |
| 141-4100-47050 | 141-4100-65070/65020 | Donations/Memorials/Grants | 16,487.32 | 3,386.74 |
| 141-4100-45040/47051 | 141-4100-65023/65024 | Friends of the Library | 8,772.23 | 8,177.03 |
| TOTAL | | | 35,759.70 | 13,846.96 |

MEMO



To: Library Board of Trustees
From: Michele Patrick, Library Director
Date: April 2026
Subject: Library Board Openings

Val's and Sally's terms on the Library Board expire at the end of June. Sally has expressed her willingness to serve another term, and the mayor plans to reappoint her at the May 4 City Council meeting. Val does not intend to seek another term. The mayor plans to interview a candidate next week and, if all goes well, will make the appointment at the May 4 council meeting.

Both appointments are subject to City Council approval.

Circulation

MARCH 2026



| Print | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|--------------|--------------|---------------|--------------|---------------|---------------|---------------|
| Adults | 3,537 | 3,649 | 3,291 | 33,147 | 32,376 | 30,492 |
| Teens | 501 | 387 | 341 | 4,323 | 4,109 | 3,954 |
| Children | 5,203 | 6,275 | 4,832 | 42,995 | 50,755 | 48,280 |
| Total | 9,241 | 10,311 | 8,464 | 80,465 | 87,240 | 82,726 |

| Special | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|--------------------|--------------|--------------|--------------|---------------|---------------|---------------|
| DVDs & Video Games | 1,849 | 2,283 | 1,680 | 13,948 | 16,594 | 15,897 |
| Magazines | 144 | 97 | 98 | 1,148 | 1,011 | 848 |
| Audiobooks | 162 | 88 | 72 | 1,288 | 907 | 792 |
| Games & Puzzles | 653 | 900 | 754 | 5,101 | 6,757 | 6,739 |
| Library of Things | 80 | 55 | 74 | 502 | 648 | 725 |
| STEM Kits | NA | 26 | 164 | NA | 179 | 1,479 |
| Total | 2,888 | 3,449 | 2,842 | 21,987 | 26,096 | 26,480 |

| Digital | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|-------------------|--------------|--------------|--------------|---------------|---------------|---------------|
| Ebooks | 1,894 | 1,831 | 1,867 | 16,210 | 15,917 | 15,658 |
| Eaudio books | 1,872 | 2,143 | 2,598 | 14,426 | 17,342 | 21,725 |
| Digital Magazines | 301 | 351 | 418 | 1,901 | 2,573 | 3,439 |
| Streaming Videos | 274 | 220 | 244 | 1,631 | 1,550 | 1,763 |
| Total | 4,341 | 4,545 | 5,127 | 34,168 | 37,382 | 42,585 |

| TOTAL TO DATE | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|---------------|---------------|---------------|---------------|----------------|----------------|----------------|
| | 16,470 | 18,305 | 16,433 | 136,620 | 150,718 | 151,791 |

Programs and Services



MARCH 2026

| Program Attendance | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|--------------------|--------------|--------------|--------------|---------------|---------------|--------------|
| Adults | 87 | 139 | 110 | 1,312 | 1,151 | 994 |
| Teens | 108 | 75 | 80 | 798 | 851 | 818 |
| Children | 1,512 | 1,465 | 1,081 | 8,507 | 7,936 | 6,977 |
| Library Meetings | 20 | 28 | 18 | 187 | 154 | 188 |
| Total | 1,727 | 1,707 | 1,289 | 10,804 | 10,092 | 8,977 |

| Number of Programs | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|--------------------|-----------|-----------|-----------|------------|------------|------------|
| Adults | 10 | 13 | 8 | 93 | 107 | 74 |
| Teens | 6 | 5 | 5 | 43 | 53 | 39 |
| Children | 43 | 50 | 51 | 284 | 323 | 327 |
| Total | 59 | 68 | 64 | 420 | 483 | 440 |

| User Statistics | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|---------------------------|----------|----------|----------|----------|----------|----------|
| New Library Cards | 109 | 89 | 86 | 743 | 688 | 580 |
| Door Count | 6,973 | 6,833 | 6,433 | 56,758 | 60,751 | 56,296 |
| Number of Home Deliveries | 8 | 5 | 6 | 80 | 44 | 46 |
| Home Delivery Checkouts | 124 | 79 | 86 | 964 | 713 | 556 |
| ILL Items Loaned | 23 | 26 | 24 | 166 | 200 | 231 |

| Computer Usage | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|-------------------|----------|----------|----------|----------|----------|----------|
| Public Computers | 357 | 332 | 366 | 2,812 | 2,732 | 2,746 |
| WiFi Sessions | 596 | 730 | 588 | 6,351 | 5,756 | 4,599 |
| WiFi Unique Users | 239 | 324 | 294 | 2,459 | 2,521 | 2,161 |
| IPL App Launches | 2,133 | 2,309 | 2,273 | 16,023 | 19,286 | 17,823 |
| App Page Views | 3,098 | 3,052 | 3,066 | 20,034 | 25,641 | 23,218 |

| Meeting Room Usage | MAR 2024 | MAR 2025 | MAR 2026 | YTD-FY24 | YTD-FY25 | YTD-FY26 |
|--------------------|----------|----------|----------|----------|----------|----------|
| Number of Meetings | 15 | 27 | 24 | 121 | 143 | 177 |
| Meeting Attendance | 87 | 108 | 119 | 750 | 721 | 733 |

Activity Summary

MARCH 2026

