BOARD OF TRUSTEES OF THE INDIANOLA PUBLIC LIBRARY

July 14, 2026

5:30 PM

Indianola Public Library - Meeting Room B

Agenda

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

1. **Call to Order**
   a. Welcome New Board Member Lisa Parker
   Andy called the meeting to order at 5:33pm. Introductions were made to new board member, Lisa Parker.

2. **Public Comment**
   No public comment.

3. **Agenda Approval**
   MOTION: *Randi motioned to approve the agenda. Dawn seconded. Motion carried.*

4. **Minutes Approval**
   a. June 9, 2026 Meeting Minutes*
   Dawn made minor suggested changes to grammar/spelling.
   MOTION: *Cyd motioned to approve the June 9 minutes with the amended grammar/spelling changes. Andrea seconded. Motion carried.*

5. **Trustee Continuing Education**
   a. Review City of Indianola Library Ordinances
   Michele shared the ordinances and reviewed specific items. There were no comments or suggestions from trustees.

6. **Financial Reports**
   a. Approve Monthly Claims*
   Michele detailed expenses to the group, highlighting two invoices and the year-end and monthly formats.

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

   MOTION: *Randi motioned to approve the year-end financials. Cyd seconded. Motion carried for the year-end report.*

   b. Review Financial Reports
   Michele reviewed a financial snapshot for the year-end as well as the monthly claims and summarized the list of expenditures. She also created a single-page format, along with the standard format with summary page. It was noted for clarity that we spend money and the Friends reimburse us for applicable expenses. A discussion was held about memorials and Enrich Iowa Funds and Michele explained how money works within those funds and what they are used for.

7. **Unfinished Business**
    a. Concept Design
    A short discussion was held on the concept design from OPN and the City Council presentation. Further discussion was held about the future library building status.

8. **New Business**
    a. Agenda Posting Resolution*
    Discussion was held regarding the agenda posting resolution.

    ***MOTION:** Randi motioned to approve the Agenda Posting Resolution. Andrea seconded. Motion carried.*

    b. Policy Review: Credit/Debit Card Policy*
    Discussion was held regarding the Credit/Debit card policy.

    ***MOTION:** Randi motioned to approve the Credit/Debit Card policy as presented. Andrea seconded. Motion carried.*

    c. Election of FY27-28 Officers*
    Discussion was held regarding the current roles and upcoming needs. The discussion was tabled until the next meeting.

    d. Committee Assignments for FY27-28*
    Discussion was held regarding Committee Assignments. Committees will largely remain the same with Lisa joining the Personnel Committee.

    ***MOTION:** Randi motioned to approve the Committee Assignments for FY27-28. Andrea seconded. Motion carried.*

9. **Reports**
    a. Friends of the Library Report
    No Report

    b. Director's Report
    Michele gave her report and noted the statistics. She highlighted updates on new staff and the decrease in program attendance, which is in line with current money and staff availability for programming. Staff is evaluating programs and thoughtfully considering the upcoming year's schedule.

10. **Agenda Items for the Next Meeting**
    Election of FY27-28 Officers was tabled to the next meeting.

11. **Trustee Comments**
    No Trustee Comments.

12. **Adjourn**

    ***Motion to Adjourn** by Andy. The meeting adjourned at 6:47pm.*