

Library Board Meeting Minutes
August 20, 2026 5:30 pm
Sergeant Bluff f Library

Call the board meeting to order –Board President Michael Aguirre called the meeting to order at 5:30 PM with roll call:

Attendee Name	Title	Status	Term Expiration
Michael Aguirre	Board President	Present	June 2029
Shannon Maier	Board Vice President	Present	June 2029
Jane Schaar	Board Secretary	Present	June 2031
Alisha Elder	Board Director	Present	June 2031
Deb Collins	Board Director	Present	June 2027
Lisa Lauters	Board Director	Present	June 2027
Alicia Schaben	Board Director	Absent	June 2031
Mary Torgerson	Library Director	Present	

I. Approval of Meeting Minutes

Motion by Deb Collins, seconded by Alisha Elder, to approve the meeting minutes of July 15, 2026.
Motion carried. (Unanimous)

II. Approval of the Agenda

Motion by Jane Schaar, seconded by Lisa Lauter, to approve the agenda. Motion carried.
(Unanimous)

III. Financial Report and Approval of Expenditures

- a. The Board reviewed the Library financial report from the City with questions addressed.
- b. Library Director Mary Torgerson reported line-by-line breakdown of all expenditures for the month of July.
- c. Total July expenditures: **\$1753.10**
- d. Motion by Jane Schaar, seconded by Deb Collins, to approve July expenditures.
Motion carried. (Unanimous)

IV. Public Comment

- a. Board President Michael Aguirre reported that Mid-Step Services came to the Library for a tour.
- b. Councilwoman Shari Zenor Kiple visited with families at the SBL CSD Open House this week and talked about our Library and services.

V. Library Director Report for July

- a. Door Count for **July 1383 patrons.**

- b. Library Director Mary Torgerson reported a line-by-line break out of the Books, DVDs, Bridges, Magazine and WhoFi listed in the agenda. Internet and computer usage remains high.
- c. Mary reported 12 programs were held in July for a total of 416 participants.
- d. Mary reported \$1500 in grant money received and deposited.
- e. Wiggle Worms, D&D and Preschool outreach will start back up in September.
- f. Great work done in the library, rearranging shelving for better use of space.
- g. Library Discussion will be held on August 27, 2026, open from 12:30 -1:00 pm and 6:00-6:30 pm. Looking for patron feedback.
- h. Mary is finishing up the reports for Science Across America.

VI. Unfinished Business

- a. Donation Ideas
 - i. Board reviewed and discussed the patron recognition on the TV monitor. Board discussed statistics to highlight. Very nice way to encourage philanthropy and support of the library while sharing highlights of our support and services.
- b. Fundraising
 - i. The Board discussed a potential BINGO night. Small charge for a BINGO card and prizes would include books and plant starters. Discussed purchasing an AED with the fundraising dollars.
 - ii. Bob Ross Painting is December 12, 2026, 5:00-8:00 pm.
- c. STEM Grant
 - i. The Board reviewed the Amazon cart list. Ideas to purchase with our grant money.
- d. August Continuing Education: "How Libraries Change Lives"
 - i. The board reviewed the August education.

VII. New Business

- a. Summer Updates
 - i. Mary reported we had a total of 3478 patrons through the door, 37 total programs with 1,112 participants. Summer went very well, planning underway for next summer.
- b. Policy Review: Meeting Rooms
 - i. Board discussed the current pricing and agreed to keep pricing for room rentals as is.
- c. Election of Officers: President, Vice President, Secretary
 - i. Motion by Lisa Lauters, seconded by Alisha Elder, to approve keeping Board Officers as is for the new 2026/2027 fiscal year. Michael Aguirre will remain Board President, Shannon Maier will remain Vice-President, and Jane Schaar will remain Secretary. Motion Carried. (Unanimous)
- d. September Continuing Education: "Celebrate 250-Inside the Library of Congress"
 - i. The Board will review before the next meeting.

VIII. Adjournment

Motion by Lisa Lauters, seconded by Jane Schaar, to adjourn at 6:28 PM.

Motion carried. (Unanimous)

****NEXT MEETING: Wednesday September 16, 2026, 5:30 PM at Sergeant Bluff Public Library****

Respectfully submitted,

Jane Schaar

Minutes are posted on the website at: <https://www.sergeantbluff.lib.ia.us/about/library-report>