

## Library Board Meeting Minutes

June 18, 2025 5:30 pm

Sergeant Bluff f Library

**Call the board meeting to order** –Board President Michael Aguirre called the meeting to order at 5:32 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 2027
Deb Collins	Board Director	Present	June 2027
Lisa Lauters	Board Director	Present	June 2027
Shari Zenor Kiple	Board Director	Present	June 2031
Mary Torgerson	Library Director	Present	

### I. Approval of Meeting Minutes

Motion by Jane Schaar, seconded by Deb Collins, to approve the meeting minutes from May 21, 2025. Motion carried. (Unanimous)

### II. Approval of the Agenda

Motion by Shari Zenor Kiple, seconded by Shannon Maier, to approve the agenda. Motion carried. (Unanimous)

### III. Financial Report and Approval of Expenditures

- The Board reviewed the Library financial report from the City with questions addressed.
- Library Director Mary Torgerson reported line-by-line breakdown of all expenditures for the month of May.
- Total May expenditures: **\$673.07**
- Motion by Jane Schaar, seconded by Alisha Elder, to approve May expenditures.  
Motion carried. (Unanimous)

### IV. Public Comment

- No Public Comment

### V. Library Director Report for May

- Door Count for **May 1710 patrons.**
- 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.
- Mary reported 21 programs for May for a total of 728 participants.
- Mary informed the Board of the Momentrix eLibrary and how we can incorporate that in our Library. This will replace BrainFuse. Mary will share this with the SBL schools as well.

- e. Mary obtained a Fire Blanket for the Library.
- f. Bob Ross program was an incredible success. We will plan another program with Bob Ross.
- g. Mary put out a press release for the upcoming programming events at the Library. KCAU put our programming information on their website. KTIV came to the Explorers program. We are reaching far and wide into the Siouxland community.
- h. The next Big Library Read July 17-31. Mary will advertise this to our patrons. The Storyteller's Death by Ann Davila Cardinal is a free digital book for libraries.
- i. Mary gave a brief introduction to planned programs in August, September and October.
- j. The Library received a thank you note from the Daisy Scouts.

## **VI. Unfinished Business**

- a. Level up at Your Library 2025 Calendar
  - i. Mary reported that periodic events and programs are added, not always planned ahead.
- b. Director Evaluation
  - i. Board President Michael Aguirre thanked the Board for submitting performance ratings for Library Directory Mary Torgersen. President Aguirre submitted the merit increase recommendation to the City.
- c. June Continuing Education – Librarian Mychal Threets' "Journey from Shelving Books to Social Media Stardom".
  - i. The Board reviewed the continuing education for June.

## **VII. New Business**

- a. Computer and Internet Policy
  - i. The Board reviewed the Computer and Internet Use Policy. No changes to the policy.
- b. July Continuing Education – Doing Community Memory Work

## **VIII. Adjournment**

Motion by Jane Schaar, seconded by Deb Collins, to adjourn at 6:36 PM.

Motion carried. (Unanimous)

**\*\*NEXT MEETING: July 16, 2025, 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>