**Sergeant Bluff Public Library Board Meeting**

**Tuesday, March 25, 2025 5:45 pm**

**SBPL, 503 4th St. Sergeant Bluff, IA 51054**

**Board of Trustees:**

Michael Aguirre (President) [ x ] – term exp. June 2029

Shannon Maier (Vice Pres.)                     [ x ] – term exp. June 2029

Jane Schaar (Secretary)                          [    ] – term exp. June 2025

Alisha Elder                                              [ x ] – term exp. June 2027

Deb Collins                                  [ x ] – term exp. June 2027

Lisa Lauters                                [ x ] – term exp. June 2025

Shari Zenor Kiple                 [    ] – term exp. June 2025

Mary Torgerson (Library Director) [ x ]

**Meeting called to order at 5:45 PM by President Michael Aguirre**

1. **Approval of the Minutes**
   1. Motion by Deb Collins, seconded by Shannon Maier, to approve minutes from 2/19/2025; motion carried. (Unanimous)
2. Minutes are available on our website

**II. Approval of the Agenda**

1. Motion by Shannon, seconded by Alisha Elder, to approve the agenda; motion carried. (Unanimous)

**III. Bill Approval**

1. Motion by Deb, seconded by Alisha, to approve bills; motion carried. (Unanimous)

**IV. Treasurer’s Report**

1. Treasurer’s Report was reviewed and discussed.
2. Library budget is in excellent alignment with budget allotments to date

**V. Public Comment - N/A**

**VI. Librarian’s Report for March meeting**

1. Door Counts: February - 659
   1. Last month: January - 712
   2. Last year: February 2024 - 691
   3. Two years ago: February 2023 - 470
2. Patrons added: February - 16
   1. January - 174 (includes 3rd graders and new students)
3. Adult books: February - 130 (February 2024 - 125)
4. Children’s / Teen books - 147 (February 2024 - 141)
5. DVDs: 16 (February 2024 - 31)
6. Miscellaneous: 1 (February 2024 - 0)
7. Bridges
   1. Audiobooks: February - 357 (February 2024 - 107)
   2. eBooks: February - 393 (February 2024 - 201)
   3. Magazines: February - 36 (February 2024 - 4)
8. WhoFi Internet
   1. Total February usage: 258 hr 10 min (January 2025: 330 hr 39 min)
   2. Unique visitors: February - 61 (January - 70)
9. Programs
   1. Children: 13 (266 participants)
   2. Adults: 5 (19 participants)
   3. Teens: 0
   4. TOTALS: 18 (285 participants)
10. QuikStar rep visited SBPL
    1. Looking for community partners
    2. Discussed Story Walk or naming rights for a room for one year
    3. Will return when store is up and running in the fall
11. Discussed pros / cons of an 8’x8’ planter that was offered to the library; declined for now
12. Senior Center Programming will end in May
    1. Parks & Rec will be adding additional full time staff member, so they’ll take over
    2. SBPL will still provide materials / help, as needed

**VII. Unfinished business**

      A.    Donor Wall Project Ideas

1. Michael designed graphic for donor recognition
2. Finished model will be made professionally
3. Will wait until summer to move forward and identify previous donors

      B. Policy Review - Collection

1. Policy will be edited and shortened by Shari Kiple

      C.   Policy Review - Circulation / Reconsideration

1. Drafted Statement of Concern policy in event that a collection item is questioned
2. Modeled policy after that of Sioux City Public Library
3. Will have City Attorney review policy prior to publication

      D.    Discussion of March’s class for continuing education: World’s Most Magnificent Libraries

**VIII. New business**

1. Upcoming events / Texas Roadhouse fundraiser
   1. Monday, April 14 - 4-10 PM
   2. SBPL will pass out flyers with every checkout, starting April 1
   3. Will also send flyers to school to go home with students
2. Plastic benches
   1. Patron shared information about free benches made from recycled plastic
   2. Each bench requires 1000 lbs of recycled plastic
   3. Due to collection / storage / shipping concerns, we will decline
3. Legal updates
   1. Mary reviewed current pending state legislation that affects libraries
   2. Reviewed potential local outcomes of federal Executive Order to defund Institute of Museum and Library Services
4. National Library Week: April 6-12
5. April Continuing Education – 10 Magnificent Historic Libraries

[**https://youtu.be/UhcPaCri0tg?si=m91xPhwyoB2PL29V**](https://youtu.be/UhcPaCri0tg?si=m91xPhwyoB2PL29V)

**IX.      Other Business**

1. NEXT MEETING(s): Regular Board Meeting - Wed April 16, 2025 @ 5:30 pm CD

**X.        Adjournment**

1. Motion to adjourn at 6:45 by Shannon Maier, seconded by Lisa Lauters; motion carried (Unanimous)