



MINUTES

Library Board

18 Mar 2026

7:00 p.m.

Berkey Public Library (3155 Coolidge)

Present:

Carol Hermann

Margaret McGee

Amanda Rohda

Christina Grimm

Matt Church, Library Director

Ross Gavin, City Council Liaison

Absent:

Rita VanBrandeghen

I. Call to order: The meeting was called to order at 7:03 p.m.

II. Public comments: There were no public comments

III. The 18 Feb 2026 meeting minutes were approved upon motion of Carol, seconded by Christina and unanimously approved as printed by the board.

IV. Librarian's report:

- The December Toys for Tots program was a success earning compliments from the coordinator for both the quantity and quality of the toys collected.
- State and Federal tax forms are available in the library lobby.
- The library is participating in a geocache activity which requires no staff intervention but provides a fun activity that draws geocache hobbyists to the library.
- The Friends have generously funded white boards for the study rooms and have been well received.
- The Friends are hosting a book sale on Friday, May 15 from 1-6 p.m. and on Saturday, May 16 from 10 a.m. to 3 p.m. Donations of books and media items are currently being accepted for the sale
- Lisabeth did an interview with WWJ radio about the positive impact libraries.
- Library programs were well-attended in February.
- Matt continues to attend regular City leadership meetings.
- The next Friends meeting will be at the library on 23 Mar 2026 at 7 p.m.

V. Old business

A. Circulation

- Library circulation continues to trend upward monthly.

B. Parking lot project

- It is possible that parking lot reconstruction will be delayed as repairs may be more costly than originally anticipated. More will be known once bids are received at the end of the month.
- Reconstruction may be moved into a future fiscal year.

VI. New business

A. Boards and Commissions applicant process

- The first round of interviews for applicants for board/commission vacancies has been held by City Council using the new process.
- Matt reported that the process seemed to go well, but is still a work in progress.
- In the past, the board has had an opportunity to interview applicants, but this is now being handled by the City Council. The library board chair will ask questions of potential candidates and report back to the board. The new process was outlined in the library board packet.
- After discussing the candidates, the board will make a recommendation to the Council before their meeting to select a final candidate. Our Council liaison will be helpful during this process.

B. Community Postings & Handouts Policy

- The board reviewed the City attorney-edited draft of the proposed policy on community postings and handouts.
- A motion was made by Amanda to accept the edited version as the final policy. The motion was seconded by Carol. A board vote was held and passed unanimously.

C. August Board Meeting

- The August meeting, which would typically be held 19 Aug 2026, needs to be rescheduled due to school and vacation conflicts. A new date will be set and the schedule will be updated at a future meeting.

VII. Update from City Council Liaison

- City Council will be holding budget hearings on 25 Mar 2026 and 26 Mar 2026.

- Engineering services were approved for the Bacon Ave. project.
- Dad's Club donated a new scoreboard for Community Park 1.

VIII. Adjourn

- A. A motion to adjourn was made by Amanda and seconded by Christina
- B. Upon a unanimous vote, the board meeting was adjourned at 8 p.m.

Minutes submitted by Carol Hermann

Next meeting: 15 April 2026