

Kendall Young Library
Board of Trustees Meeting
May 15, 2025 Minutes

The Kendall Young Library Board of Trustees met on Monday, June 16, 2025.

Members present were Gayette Grimm via Zoom, Steve Vande Zande, Diane Bahrenfuss, Carol Yanda and Nikki Ehn.

Also present was Ketta Lubberstedt-Arjes, Ann McLaughlin, Adam Ganeff, and Susan Griffith.

The meeting was called to order at 6:05pm by vice president, Steve Vande Zande. The minutes of the May 19 meeting were approved with corrections.

Public Input

There was no input from the public.

Farmer's National Report – Adam Ganeff

Adam Ganeff presented the Kendall Young Library Trust farm report. See his written report for details.

A. Burn site/Land

Ketta included the final contract for the land sale to City of Webster City. Payment was due by June 1.

B. Farm Tour

The Library Board will meet on July 19 at 1:00pm for a tour of the farms.

Financial Reports and Disbursement of Checks

Carol Yanda moved, and Diane Bahrenfuss seconded the motion to accept the Farmers National Report, the Financial Reports and the Disbursements of Checks. Motion carried by unanimous vote.

Director's Report

Trane Update – Todd Kamp, Project Manager

- Design drawings completed.
- Equipment has been specified and is almost all of it ordered.
- Working on scheduling and potential concerns.
- Plans have been made for safe access to VAV's located in the from above the ceiling.
- Meet with Joel onsite next week to look with the ceiling contractor on the best ways to install the VAV's in the decorative ceilings.

- Peterson Construction and Trane will be in the Building on Wednesday to look at the ceilings.

Timeline for Project

- Starting in August
- Boiler Room – August
- Aeroseal Ductwork – September
- VAV Installation – September thru October
- Air Handling Units – October thru November
- Chiller – November
- Project Complete by end of 2025

Other Items

- The Library attended Market Night on May 29. We provided oversized board games.
- Our next Market Night is scheduled for June 26, and the Library will be partnering with Cozy Moms Collective to co-sponsor activities for the evening.
- The Library sponsored a hole at the Chamber's Annual Golf Classic.
- A nighttime incident outside the building led to a gentleman being charged with simple assault and trespassing.
- The Friends of Kendall Young Library Bookstore is now officially open. Located at 914 Willson Avenue, the store will operate on Thursdays from 12–2pm and Saturdays from 10am–2pm.
- Ketta will be on vacation July 10-16 and July 28-August 1.
- Spoke to Logan Welch about mowing. He reduced the price from \$91 to \$69.

Board Training

The Board reviewed the results of the Library's survey along with the demographics of Webster City.

Old Business

A. 2022/2023 Financial Report

Ann reached out to the accountant but has not received a response.

B. 2026-2030 Strategic Plan

The Board will begin drafting the strategic plan on July 7th at 6 pm.

New Business

A. Unattended Children Policy

Ketta presented a revised version of the Unattended Children Policy. Diane Bahrenfuss moved, and Gayette Grimm second the motion to accept the revised version. Motion carried by unanimous vote.

B. Locked Display Cabinet Policy

Ketta updated the Bulletin Board and Display Policy to incorporate the collections listed in the Locked Display Cabinet Policy, as the content was repetitive. Nikki Ehn moved, and Gayette Grimm seconded the motion to approve the revised Bulletin Board and Display Policy and eliminate the Locked Display Cabinet Policy. Motion carried by unanimous vote.

C. Fair Parade

Gayette Grimm moved, and Nikki Elm second the motion to close the Library on July 22 at 5pm for the fair parade. Motion carried by unanimous vote.

Committee Reports

Other

A. Board of Trustee Election: Application of Interest

The next board meeting will be Monday, July 21 at 6:00pm.

The meeting was adjourned at 7:52pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director