

Kendall Young Library
Board of Trustees Meeting
July 21, 2025 Minutes

The Kendall Young Library Board of Trustees met on Monday, July 21, 2025.

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

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

The meeting was called to order at 6:05pm by president, Gayette Grimm. The minutes of the June 16 meeting were approved.

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.

Adam led a tour of Kendall Young's farms on July 19, attended by Gayette, Diane, and Ketta.

Financial Reports and Disbursement of Checks

Steve Vande Zande 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

- Start Date: August 4. They will begin with the boiler.
- Bi-weekly update meetings will begin on August 6. They will be at 9am in the meeting room.

Other Items

- Stein Heating and Cooling is currently replacing the faucets and plumbing in the public restrooms.

- Hamilton County Libraries will have a booth in the Ed Prince Building during the fair.
- The Library received a \$3,000 for digitalization from the Teresa Treat Stearns Charitable Trust.
- Town & Country Garden Club and Richard Carlson donated flowers and flower pots for our entryway.
- Tom is repairing the wall in the Meeting Room. He will also need to fix the ceiling in Ann's office, where the plaster is coming loose.
- The Library will have a booth at National Night Out on August 5.
- Valerie Grimsley is interested in serving as a trustee. She is fluent in Spanish, has lived in both California and Mexico, and is actively involved in Webster City's Spanish-speaking community.
- Board Election – "The filing period for nomination papers and affidavit of candidacy forms begins on August 25, 2025 and ends at 5:00 p.m. on September 18, 2025." – Kim Schaa
- Ann will present our grant at the Hotel/Motel meeting on July 30. Shelly Greving from Emerge Marketing Solutions will be there to assist with the presentation.

Workshops

- Ketta completed "Talking Tough Work Conversations."
- Remember to register for "From Planning to Impact" which will be held on August 6. I'm available this week to help with registration if needed.
- New Board Training Requirement.

Old Business

A. 2022/2023 Financial Report

No update was provided.

B. 2026-2030 Strategic Plan

The Board will participate in the continuing education class, "From Planning to Impact: Strategic Planning Essentials for Library Boards," on August 6. They will then meet on Monday, September 22 at 6pm, to begin developing a new strategic plan.

New Business

A. East Storage Repair

Ketta presented a quote from Peterson Construction to repair the deteriorating bricks in the storage closet beneath the original front doors. Steve Vande Zande moved, and Diane Bahrenfuss seconded the motion

to accept the quote and proceed with the repair. Motion carried by unanimous vote.

B. Trane Kick Off

Ketta, Gayette and Carol meet with Trane on July 1 to discuss the details of our project.

Steve Vande Zande moved, and Diane Bahrenfuss seconded the motion to authorize Ketta to approve change orders up to \$500 per incident. If the total of change orders exceeds \$2,500, the Board will convene to discuss the expenses. Motion carried by unanimous vote.

Committee Reports

Other

A. Board of Trustee Election

John Marvel interested in being a candidate for one of the trustee positions.

The next board meeting will be Monday, August 18 at 6:00pm.

The meeting was adjourned at 7:12pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director