

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

The Kendall Young Library Board of Trustees met on Monday, September 15, 2025.

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

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

The meeting was called to order at 6:02pm by vice-president, Steve Vande Zande. The minutes of the August 18 meeting were approved.

Public Input

There was no input from the public.

Farmer's National Report – Adam Ganeff

Adam was unable to attend the meeting. He reported that all leases have been negotiated, and all but a few have been signed. He also shared that for the Belmond farm, Knute Severson, who holds the grazing lease, will be farming the land previously leased by Jim Moore Jr.

Financial Reports and Disbursement of Checks

Diane Bahrenfuss moved, and Carol Yanda 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

Building

- Storage project

The walls continue to have issues with water infiltration from the outside. They removed the carpet from the exterior steps to assess their condition. They have applied a water sealant, and next year the step surfaces will need to be refinished.

Other Items

- Ketta provided tours for the Classes of 1975 and 1985.
- Staff Day idea: When Peterson Construction needs to close the building, staff will use the time to tour other libraries in the area
- The Community of Stratford asked the Library to participate in Trunk or Treat on October 24.
- IowaWorks will use the study room twice a week to provide job-related services to the public.
- Greta and Ketta will be attending the CapSan Open House. They are the supplier for our janitorial products.
- Ketta will be attending the Association for Rural and Small Libraries Conference in Albuquerque and have received a \$1,250 travel reimbursement.
- The Hamilton County Supervisors have requested a meeting with the Hamilton County Libraries to discuss funding. Ketta am very concerned about this meeting.

Old Business

A. 2022/2023/2024 Financial Report

There were no updates to report at this time.

B. 2026-2030 Strategic Plan

The Board will meet on Monday, September 22, at 6:00 p.m. to begin work on a new strategic plan.

C. Trane Project

Construction work is triggering the fire alarms due to the sensitivity of the sensors. Iowa Fire Control cannot disable the siren, and they have requested that the fire department not respond between 7:00 a.m. and 5:00 p.m. unless we contact them directly.

Ketta has requested a quote to install a fence around the chiller to prevent people from loitering, playing, or sleeping behind it.

New Business

A. Emerge Kickoff Meeting

Shelly Greving from Emerge Marketing Solutions will be at the Library on Tuesday, October 7, to conduct the community assessment portion of our marketing and rebranding project. This assessment will gather input from staff, board members, and community stakeholders to help guide

the development of the Library's marketing plan and future promotional strategies.

B. Budget

The Finance Committee will need to meet soon to begin work on the 2026 budget.

Committee Reports

A. Investment Policy – Finance Committee

The Finance Committee will meet to review and update the Investment Policy.

Other

The next board meeting will be Monday, October 20 at 6:00pm.

The meeting was adjourned at 7:05pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director