

Webb Shadle Public Library

Board of Trustees Minutes

Monday, August 31, 2026 @ 5:15 pm

WSPL East Room

Mission Statement: *To promote community, access, relationships, and literacy.*

Attendees: Abby Glann (President), Sarah Reid (Secretary), Nick Haselhuhn, Nick Clark, Community Member Katy Galvin.

Call to order: 5:15pm

Approve agenda: Motion Reid, 2nd Clark. Passed.

Community Comment: Community member Katy Galvin asked about gutter cleaning - she'd talked to Mayor Jurgens who said that the Library could utilize the city's maintenance at no extra cost. Glann said the library (which is still relatively new to being a city department) is working through what the city can handle and what we need to handle, so it's good knowing that the city will do that going forward!

Galvin also asked about using the East room for profit. The Friends group can host things at the Library that generate funds for the Library, but the Library still must charge the rental fee. (State policy dictates that the Library cannot provide services to a Friends group for free; the Friends group must follow the same rules as everyone else.)

Approve Minutes from July meeting: Motion Clark. 2nd Haselhuhn. Passed.

Approve July bills: Glick absent due to illness; tabled.

Approve current bills: Glick absent due to illness; tabled.

Director's Report: Glick absent due to illness; tabled.

City Council Updates for July & August; Attendance for Sept. Meeting (Glann/Reid): No updates. Clark or Haselhuhn will cover September

Marion County Coalition Update (Glick/Reid): No update from Glick. Reid is attending Trustee meetings of other Marion County libraries as an outreach/working together effort, as requested by the County.

New Business:

- Future Trustee needs (Clark moving; Hoffman term end): Clark is planning to move out of the county later this year. Hoffman's term ends June 30, 2027. We need at least one in-town member, and one male, to maintain balance in the Trustees. New Trustees must live in Marion County or Pleasantville Proper.
- State flag law changes: We are now required to fly an Iowa flag on our flagpole. Glann will check with the city to see if they'll cover the cost of the flag, and make sure Glick is subscribed to an alert for half-mast declarations.

- Accessibility Policy (proposed new) vs. ADA Compliance Policy (adopted 2022): Reid will look at both policies and bring a proposed replacement for consideration at a future meeting.
- Update: Hoffman on City & Personnel Policy to 30 hours PTO rollover: Tabled for now.
- Volunteer Policy: Discuss for reapproval. Motion to approve revised Policy: Haselheuhn. 2nd Clark. Passed.
- Material Reconsideration Form: Discuss for reapproval. Motion to approve revised Policy: Clark. 2nd Haselheuhn. Passed.
- Friends Group yearly co-meeting (discussion):
 - Glann requested Trustees to please listen to the State training on Friends groups and Foundations.
 - The State Library suggests having an annual co-meeting with the Friends group for socialization and mingling.
 - The State also suggests Libraries and their Friends groups have a Memorandum of Understanding to formalize the relationship. The Trustees will draft an MOU using the template from the State.
 - Glann emphasized that it's nothing that that Friends group is doing or has done - it's just recommended by the State and protects both parties.
- Pleasantville Fitness exercise class East Room use (discussion): Tammy Bingham has been holding fitness classes at Memorial Hall for profit. The city recently discovered that there are legal issues with that, and abruptly ended her ability to utilize the space. Ms Bingham asked if the Library could host the classes in the East Room at least until the PYI building is finished. Glann discussed the possibility with the County Assessor, who said it would be fine from their perspective. State library laws affect what we can do in our buildings - incl that what we host should be free (with some exceptions like charging for materials) and open to anyone in the public. Glann suggested that the library could have the fitness classes as a regular program, paid for by the library, supported by Friends, and participants could make voluntary donations to the library to offset the costs. This supports the Health Literacy strategic goal the Library has. Glann will bring this up with Bingham, and will ask the City about getting the attorney's opinion and input on a contract.
- Cooperation with School discussion: A teacher at Pleasantville schools (which have no libraries) would like to start bringing her class to WSPL regularly. We now require a permission slip signed by the parents, allowing each parent to restrict from which sections his or her child may check out books, including an agreement that parents are still responsible for what their children check out, and emphasizing that state law still does not allow the Library to notify parents what materials their children are checking out. Each child has a school-day-only card that allows only books only on school-visit days. Glick is hoping to add brief programs (like how the Dewey Decimal system works) to these days.
- 2026/27 & September meeting date (Discussion): 9/28 at 7:15. Going forward, we'll retain 4th Monday at 5:15

Adjourn: 6:37, Motion Reid, 2nd Clark. Passed.

The next meeting is scheduled for September 28, 2026 at 7:15 pm

City Council Meeting Attendance 3rd Tuesday at 5:30 July 21: Glann August 18: Glann September 15: October 20: November 17: December 15:	Trustee Training Hours 2025/26 Goal: 5 hours minimum Clark: .5 Glann: 2.5 Hoffman: .5 Reid: 2.5 Haselhuhn: 2
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