



Board of Trustees Meeting  
July 15th, 2025 - 4:30 p.m.  
Minutes

Trustees present in person or via Teams: Katy Grogan, Quentin Mayberry, Holly Garey, Steven Aurit, Richard Neeno, Nicole Ryan, Cassandra Dobson

Trustees absent: Julie Budrow, Jessica Grandt

Staff present in person or via Teams: Eric Robinson, Charles Teval, Jenny Swales, Mary Buelow, Rene Bue, Emrick Gunderson, Kassandra Weiland, Elizabeth Matson

I. Call to Order – Introductions

K. Grogan called the meeting to order at 4:30 p.m.

- II. Consent Agenda Items: Q. Mayberry pulled the Expense Report for clarification on items that were over 50% considering the year is half over. E. Robinson stated the budget meetings for 2026 will start in August.

III. Reports

**A. Prairie Lakes Library System Report:** Aram Library (Delavan) presented on their renovation. The final draft of the PLLS budget for 2026 was reviewed. Regarding Overdrive Advantage, if there is a hold list, those items we purchase through Advantage can only be borrowed by members of our system. The Hoopla budget is trending well.

**B. Friends of the Library:** They are looking into different fundraising ideas, and coming up with different ways to sell their backlog of books.

**C. Activities:** E. Matson states the SLC has been busy this year, and over 500 mini art canvases have been distributed. K. Grogan thanked the SLC staff for the great work they have been doing. R. Bue stated the bookmobile has been ordered, and the design work will begin next month. She also passed out a sponsorship brochure for this year's Night at the Library fundraiser, Slade.

**D. Library Director Report:** All information provided in the packet.

IV. New Business

**A. Public Code of Behavior (action item).** This policy was updated a year ago, but the current revisions address the number of belongings a person can bring in, and provides final procedures for suspending and banning a patron.

S. Aurit made a motion to approve the A901b Public Code of Behavior policy as modified. C. Dobson seconded, and the motion passed.



**B. Fundraising, Financial Gain and Alcoholic Beverages (action item).** This policy was updated to remove verbiage that no longer applies to us.

S. Aurit made a motion to approve A105b policy Fundraising, Financial Gain and Alcoholic Beverages policy as modified. H. Garey seconded, and the motion passed.

**C. Public Comments section being introduced to library board agendas (discussion).** It is proposed the first five people will have 3 minutes to comment, and to not allow any written comments. It is suggested that we do not limit the number of potential speakers, that we allow for people to attend/present via Teams, and allow those who have comments be from the resident and service area. The committee will revise the draft with suggested changes to bring to the next meeting.

**D. Library Board By-laws (discussion and possible action item).** Will vote on the open comment period and nominating committee revisions at the next meeting. Public comments will be added to the agenda after the call to order. There will be links to the Public Comments policy and the Public Code of Behavior. A reminder the public can always sit in and observe the open meeting session.

**E. Communication Survey (discussion).** This was created to update how the building culture is from the last survey. A lot has been done, but more employee input is needed. N. Ryan asked why the yes or no questions as opposed to a 1-5 rating. K. Grogan stated this is just a snapshot of where employees are at now. K. Grogan will speak to staff at the next all-staff meeting. Emrick will create a comment section after each question if an employee wishes to expand on their answer. This will be an anonymous survey that Emrick will send out to staff, but due to the mechanics of the survey, Emrick alone will be able to confidentially see the authors.

V. Adjournment (Next Regular Meeting – August 19, 2025)

Q. Mayberry made a motion to adjourn the meeting. S. Aurit seconded, and the meeting adjourned at 5:53 pm.

Submitted,

Jenny Swales

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