



## City of Muscatine

### **LIBRARY BOARD OF TRUSTEES**

Wednesday, January 21, 2026

The Library Board of Trustees meets on the 3rd Wednesday of each month at 4:30 p.m. in the Library Conference Room

#### Minutes

1. CALL TO ORDER

President Tony Loconsole called the meeting to order at 4:30 p.m. In addition to Loconsole, also present were Steve Truitt, Stacy Beatty, Nora Dwyer, Diana Boeding, Mary Odell, and Kraig Reed. Scott Comstock and Diana Gradert had excused absences. Staff members present were Bobby Fiedler, Greg Benefiel, and Molly Garrett (Zoom).

2. APPROVAL OF AGENDA

Odell moved to approve the agenda as submitted. Seconded by Truitt. All ayes; motion carried.

3. APPROVAL OF MINUTES

Beatty moved to approve the Board minutes for November 19, 2025. Seconded by Reed. All ayes; motion carried.

4. RATIFY BILLS FOR PAYMENT

Fiedler, speaking in reference to the bills for November 18, 2025, stated the entry on Page 2 for forceps, sutures, and suction cups was for upgrades to the library's first aid kit.

Fiedler, speaking in reference to the bills for December 3, 2025, stated that on Page 1 were entries for Unique Management. He stated the entry for \$675.00 is the annual fee for SMS and the second charge of \$540.00 is the fee for the

10,000 messages the library gets to send, which should last a few years.

Fiedler stated that on Page 2 the entry for Amazon is for books for the library.

Fiedler, speaking in reference to the bills for December 17, 2025, stated the entry on Page 2 for Unique Management is for the implementation of MessageBee. He stated this is the same company that provides our "gentle nudge" program to patrons.

Fiedler stated the entry on Page 3 for reimbursement to Emerson Taylor is for mileage costs for the Performer's Showcase in Ames he attended with Becca Fillmore.

Fiedler noted there is also another entry for Amazon for books.

Fiedler, speaking in reference to the bills for January 7, 2026, pointed out the error correction made by the Finance Department.

Fiedler stated that on Page 2, the entry for LS&S was for the purchase of books for the library.

Fiedler stated that on Page 3 there is the last entry for the purchase of PCs for the library.

Dwyer asked if the library receives any benefits from using Amazon.

Fiedler stated the library has a business account with Amazon and is not charged for sales tax and receives next-day delivery. He stated at this point, Amazon does not have anything set up for libraries but may eventually.

Dwyer then talked about Bookshop and how it worked.

Fiedler, speaking in reference to the fund statements, stated they were all in good shape.

Beatty moved to ratify the bills for November 18, 2025, December 3, 2025, December 17, 2025, and January 7, 2026. Seconded by Odell. All ayes; motion carried.

5. RECEIVE COMMUNICATION

6. COMMUNICATIONS - CITIZENS

7. STAFF LIAISON

Benefiel stated the library held its staff Christmas party on Saturday, adding that it was an enjoyable time.

Fiedler stated employees showed up despite the weather.

8. FRIENDS' REPORT

Fiedler stated there is not a lot going on with Friends at this time. He stated they do have a new member and her name is Joann Kelly. He stated their calendars are available for \$10. He then stated they have set their annual meeting for March 4, 2026 in Room 301 of the library beginning at noon. He stated that the Jingle Mingle event went well.

Fiedler stated they approved Emerson's request for \$5,000 for the Summer Reading Program this year and approved the request to pay for Emma Stoffer's expenses for PLA.

Boeding stated she recently met Kathy Kuhl.

9. DIRECTORS' REPORT

**FY 2026/2027 Update:**

Fiedler provided a quick overview of the Fiscal Year 2026/2027 budget. He stated that last week he had met with the City Administrator, Assistant Administrator, and the Interim Finance Director to go over the library's budget. He stated they were pleased with our budget.

Fiedler stated the City Administrator is working on changing the budget process to speed things up. He stated that as part of the streamlining process, department heads will be asked to cover their Letter of Transmittal and highlight their goals and objectives during their presentation to City Council.

Fiedler stated he would be presenting his budget on January 29, 2026, and Board members need not be present.

Fiedler stated he made his presentation to the Board of Supervisors on Tuesday. He stated it went well, and now we just wait to see what they decide.

Fiedler stated that Nancy Lueck is back as a temporary employee in the Finance Department and will probably be working through April. He noted the Finance Director position would be posted in the spring.

**2nd Session of the 91st General Assembly:**

Fiedler stated the second session was underway. He stated he has not yet heard anything about any library-related issues, but he stated things usually start showing up in February.

Beatty asked if there had been any discussion about lowering property taxes.

Fiedler stated the assembly started discussions earlier this year. He stated they want to reduce property taxes, but are also considering other measures such as the Local Option Sales Tax. He stated he does not know what direction the property tax issue will go.

**Patio Update:**

Fiedler then provided a patio update. He stated he wanted to make sure we had 100% support from the Board before beginning the fundraising process. He stated the T-Mobile grant was not approved; however, it was resubmitted, and we should hear something by the end of March. He stated there would be one more opportunity to resubmit the grant request.

**Iowa Prevention Research Center for Rural Health:**

Fiedler then talked about the Iowa Prevention Research Center for Rural Health. He stated they want to meet with us about promoting a program concerning rural smoking cessation. He stated we would be meeting with them tomorrow to see what we can do to help them.

**Annual Accreditation Due:**

Fiedler stated the Annual Accreditation report is due in February. He stated it was originally due last year, but due to retirements, the due date was extended to this year. He explained what information the library is required to submit.

Dwyer asked Fiedler if he had gotten any feedback from City Council concerning the patio project.

Fiedler stated presentations were made to the City Council and to the county. He stated our goal is to use grants, donations, and library funds for the project. He stated that the City Council was very supportive of the project.

Boeding asked if memorials/bequests could be used for the project.

**Memorials/Bequests/Endowments:**

Fiedler stated the library received over \$2,500 in memorials/bequests in honor of Robert McCleary and Diane Bunker. He stated that he talked with the families about the trust and about the possibility of using the funds for the patio project, and they were in agreement. He noted their names would be placed on the

donor plaque.

Fiedler stated that every year the library receives an endowment check from the Paul Reynolds Fund and that money goes into the trust as well.

Fiedler stated that HNI would be donating a suite of office furniture to the library. He stated the furniture would be used for Molly Garrett's office.

Fiedler stated the library would be hosting a virtual author talk with Liz (?) Moore on January 28, 2026. He stated it could be watched from home or at the library. He stated that anyone that registers could submit questions.

Fiedler stated sample books were received from Brodart and requests for changes were sent back to them. He stated that once these issues are cleared up, the library would begin ordering from Brodart.

Dwyer stated the posts on the library's Facebook page have been entertaining.

Fiedler stated that Emerson and Becca are doing a great job.

There was discussion concerning the cold weather expected on Friday and through the weekend.

#### 10. BOARD TRAINING

A. No Board Training

#### 11. OLD BUSINESS

#### 12. NEW BUSINESS

A. Request to Approve Proposed Fiscal Year 2026/2027 Library Budget in the Amount of \$1,398,200

Loconsole read the request as submitted.

Fiedler stated there was basically a 3.4% increase over last year's fiscal year budget due primarily to personal services, which the library has no control over.

Odell asked if other departments would have the same increase.

Fiedler stated they would have increases based on their personnel costs.

Fiedler stated the new HVAC unit for the library would probably cost over \$300,000. He stated the challenge is the unit must be built to spec, which could take approximately six to eight months to build. He stated the request for this unit is at the top of the City Council's list for approval because it is an important

piece of equipment.

Fiedler stated that on a positive note, Stan O'Brien had originally budgeted \$250,000 in the Buildings & Grounds budget for replacement of the roof due to storm damage; however, the insurance company will be replacing the roof.

Fiedler stated a cost savings of approximately \$35,000 was due to two part-time employees with illnesses who were not paid. He stated any remaining funds would roll over into Capital Outlay.

Fiedler stated \$15,000 was paid to Bolton & Menk out of the Trust to pay for the patio project.

Fiedler stated the Clinton library is leaving the RiverShare Consortium. He stated they are moving to a countywide system. He stated their leaving the consortium should not impact the library as far as costs are concerned.

Dwyer asked if there were issues with RiverShare.

Fiedler stated that RiverShare is great; however, the Clinton library is facing a number of challenges.

Fiedler, speaking in reference to the possibility of Drury Township not renewing its contract with the library, which totals \$4,800 and is 40+ years old, stated he had told them the library might be able to forego an increase for the upcoming fiscal year. He pointed out that the library cannot give away its services. He noted the township is trying to promote the library by letting patrons know what we have to offer. He stated we would know in early February if they plan to renew the contract.

Loconsole asked if Illinois City was in Drury Township, and Greg answered yes.

Fiedler stated they are our biggest contract partner.

There was further discussion concerning the contract with Drury Township.

Fiedler stated that all other increases to the library's budget are in line with the 3% status quo increase that was instructed.

Fiedler stated the estimated cost for the patio project is \$230,000. He stated either the city or the county could contribute if they so desired.

Fiedler stated the library's goals and objectives for the upcoming fiscal year are

as follows:

- \* Employ Quality Talent
- \* Maintain & Invest in Technology
- \* Improve Physical Facilities
- \* Increase Overall Library Usage
- \* Promote Existing Library Resources

Fiedler stated the library is now at a place where we are done shuffling people around, noting there were no changes to the organizational chart. He stated we can now focus on activities that are library related. He stated he hopes that funding maintains its consistency.

Fiedler gave an overview of Form 2 and explained the various funds.

Fiedler gave a quick overview of Form 12. He explained how the various percentage reductions could affect the library operations in the future.

Odell moved to approve the request as submitted. Seconded by Truitt. All ayes; motion carried.

- B. Request to Approve Travel, Lodging, and Registration Costs to PLA for Emma Stoffer in the Amount of \$1,413.56 Paid in Full by the Friends of Musser Public Library Pending Approval by the Friends Board

Loconsole read the request as submitted.

Boeding asked if it was the request that was approved earlier for the two other employees, and Fiedler answered yes. He noted she would travel with the other two staff members.

Fiedler clarified the motion as submitted and pointed out that it is necessary for the Board to approve the travel authorization request.

Boeding moved the request be approved as submitted. Seconded by Reed.

Boeding asked if a presentation by staff would be presented after the conference, and Fiedler answered yes.

Vote — All ayes; motion carried.

### 13. ADJOURNMENT

Dwyer moved the meeting be adjourned at 5:35 p.m. Seconded by Beatty. All ayes motion carried.

### 14. NEXT MEETING

A. February 18, 2026