

Spirit Lake Library Board Meeting

October 12, 2026

Present at the meeting: Roger Brockshus, Carolyn Butterworth, Oscar DeLong, Matt Early, Heather Kalkhoff, Rachel Maly, Tanner Metz. Absent: Christa Butler.

The meeting was called to order at 4:59 p.m. by president pro-tem Metz. Minutes of the September 14, 2026, meeting were read by Butterworth. Kalkhoff moved, seconded by Brockshus, that the minutes be approved as read. Motion carried.

Public Comment & Correspondence: None

Financial Reports:

Total library revenue for September was \$457.30, with expenses of \$34,486.67. Friends' revenue was \$1,643.67, with expenses of \$3,348.19. Rachel noted that at 3 months into the fiscal year, expenses are at 20.57% of the budgeted amounts. Motion by Early, seconded by Butterworth, that the reports be approved.

Director's Report:

- The new Library Assistant has completed staff training and is moving forward to the State Library of Iowa General Staff Endorsement course.
- Rachel and Oscar presented the Library's J-Term offerings to the Spirit Lake High School juniors.
- Rachel attended the Iowa Library Association conference October 7 – 9. While there, she gathered information about programming ideas, marketing campaigns, and renovation projects.
- Dickinson County Libraries' Training Day will be held October 21, 2026, with the board of trustees' component in the evening. Time TBA.

Old Business:

- The issue with Access Services concerning removal of a copier previously installed has been resolved. The equipment will be removed from the library.
- The availability of materials from Hoopla has improved since the end of summer. Usage will be evaluated and possible changes made.

New Business:

- After the second reading of the Collection Policy, Early moved, seconded by Butterworth, that the policy be adopted. Motion carried.
- Oscar DeLong submitted his resignation effective October 23, 2026. The position will be opened for application.
- Board member Frank Christenson submitted his resignation. The board extends thanks to him for his many years of service.

The next regular meeting of the library board will be Monday, November 9, 2026, at 5:00 p.m. The agenda will include addressing the board vacancy.

Kalkhoff moved, seconded by Early, that the meeting be adjourned. Motion carried. Meeting adjourned at 5:25 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary