

## Monroe Library Board Meeting Minutes

Date: September 3, 2025

Location: Monroe Library

### Call to Order & Roll Call

Present: Nicki Tapps, Beccy Ver Heul, Stacie McCoy, Rachel Purvis, Kristina Cimaglia

Staff: Mallory Hackett

Guest: Kim Thomas

### Approval of Minutes

Stacie McCoy moved to approve the minutes from August 6, 2025. Seconded by Beccy Ver Heul. Motion carried.

### Bills and Financial Statements

Bills and financial statements were presented.

Beccy Ver Heul moved to approve payment of bills through August 31, 2025. Seconded by Kristina Cimaglia. Motion carried.

The Walmart/Capital One credit card expires on October 31, 2025. No action will be taken to renew.

### Director's Report

Mallory will submit a grant proposal by September 18, 2025, requesting funding for outdoor seating, shade, and supplies for the 'Seniors Read to Kids' program.

### Unfinished Business

Shelter/Landscaping Update (Jasper Community Foundation Grant) **Topic carried forward to October 1 meeting.**

- Shelter kit will be selected and purchased in September.
- Kim Thomas confirmed the City of Monroe can issue a check for the purchase.
- Consultation with Marc is needed regarding building plans and shelter size.

### Community Survey

- Survey results reviewed and discussed.
- Mallory will continue assessing needs and suggest improvements later this year.

## New Business

### Employee Benefits – Kim Thomas:

- Part-time city employees are not eligible for the floating holiday benefit.
- Employees (part-time and full-time) over age 18 are eligible for IPERS.
- The Library Board of Trustees may hire part-time, full-time, and temporary staff.

### Director Hire:

- Welcome to Mallory!
- The City Council will formally appoint and approve the new Library Director on September 8, 2025.
  - Mallory and Kristina will attend the meeting.

### Library Volunteers:

- Jo created a new volunteer information flyer.
- Stacie McCoy moved to approve the flyer for publication on the library's website and social media. Seconded by Nicki Tapps. Motion carried.
- Volunteer applications are available online and at the library.

### Trustee Training:

- Trustees will attend annual training on October 20, 2025, in Prairie City from 6–8 p.m.
- A total of 4 hours of training is required per year for each trustee.

## Next Meeting

Date: October 1, 2025

Time: 4:15 p.m.

## Adjournment

Meeting adjourned by general consent at 5:05 p.m.

Minutes submitted by: Nicki Tapps, Board Secretary