



Emmetsburg Public Library Board of Trustees Regular Monthly Meeting

Emmetsburg Public Library

5:00 p.m., Tuesday March 17, 2026

Conference Room 14

Call to Order: The Emmetsburg Public Library Board of Trustees regular monthly meeting was called to order by President Kathy Merrill at 5:04 p.m. on Tuesday, March 17, 2026, in Conference Room 14 of the Emmetsburg Public Library. Trustees present were Merrill, Sue Brown, Sarah Brugman, Anne Johnson, Joe Veltri, Chelsea Rouse, and Vice President Jacob Neff. Trustees Joe Schany and Joel Hoyman were absent. Library Director Nathan Clark was also present.

Agenda Approval: The agenda prepared by Library Director Clark was posted and distributed in advance of the meeting. Trustee Johnson moved to approve the agenda with the removal of the board education module since the countywide education event was the previous evening. Trustee Rouse seconded the motion, which carried, 7-0.

Minutes Approval: The minutes of the February 2026 meeting were provided to the trustees. Trustee Brown moved to approve the minutes of the February 2026 meeting. The motion was seconded by Vice President Neff and carried, 7-0.

Bill Approval: The expenses for the month of February 2026 were read by Library Director Clark. Trustee Rouse moved to approve the expenses for the month of February 2026. The motion was seconded by Vice President Neff and carried, 7-0.

Public Comment: No members of the public were on hand for the public forum.

Correspondence: Library Director Clark shared a letter and enclosures from the Abendroth Russell Barnett Law Firm regarding the Norma Jean Warner Revocable Trust. Mrs. Warner made a bequest in her will to all libraries in Iowa serving communities of under 7,000 people. Emmetsburg was one of the 485 libraries who meet these criteria. Each library received \$941.69 from the bequest.

Board Committees: **Finance & Budget Committee:** The committee has not met since the last Board meeting and has no report

Recruitment & Orientation: The committee has not met since the last Board meeting and has no report.

Standards & Accreditation: The committee has not met since the last Board meeting and has no report.

Marketing: The committee has not met since the last Board meeting and has no report.

Library Director's Report: Library Director Clark shared worksheets with the board show trust fund balances as well as FY 2026 expenditure and revenue worksheets current the end of January 2026.

Clark thanked the trustees who were able to participate in the Countywide Trustee Training, which was held via Zoom due to weather conditions: President Merrill, Vice President Neff, and Trustees Brown, Rouse, Veltri, and Johnson.

Clark shared that he had booked Jillann Gabrielle, who has performed at the library many times, for a Joni Mitchell tribute concert/program, but that it had been cancelled for lack of other hosting venues to form a tour. He said that this was the second time the program had been booked and cancelled. He said he would likely not book it again.

Clark reminded the trustees that the library would be co-sponsoring with the Palo Alto Chapter of the AAUW a speaker, the Executive Director of IPR, Ruthven-native Myrna Johnson on March 19, 2026 at 6:30 p.m. in Room 17.

Lastly, Clark told the trustees that he would

Clark said that his other reports would be shared under other line items.

Unfinished Business: The policy up for review, the *Active Shooter Policy*, was given it's second reading. No changes were made at the previous meeting and no new changes were suggested. Trustee Veltri moved to approve the second reading of the *Active Shooter Policy*. The motion was seconded by Trustee Brugman and carried, 7-0.

Library Director Clark gave an updated roundup of current grant projects of the library. He said that the PACGDC grant had been awarded earlier in the month and thanked the trustees who attended the awards program. This joins a range of other grants recently received by the library. Clark said that he will be busy spending, tracking, and reporting for months.

Library Director Clark reviewed a portion of the Long Range Plan for the trustees that dealt with Youth Services.

Trustee Veltri left the meeting at 5:50 p.m.

The board discussed further implications of the college library's impending closure.

Vice President Neff left the meeting at 6:00 p.m.

New Business: The policy up for review, the *Operating Hours Policy*, was given its first reading. With the impending closure of the college library, the library complex hours will be further affected in that not only are two evenings left unstaffed, but mornings from 8:00 a.m. (7:30 a.m. on certain days) to 9L39 will also be left unstaffed. The evening closures were addressed at budget time with a request for additional staff. Library Director Clark felt there was a large enough group of public

patrons using the library between 8:00 a.m., when the college staff had traditionally kept the library open until 9:30 a.m., when the public library has opened that they had to be met part way. He proposed changing the hours to opening at 9:00 a.m. all days (remaining closed Sundays), closing at 8:00 p.m. Monday through Thursday, closing at 5:30 p.m. on Friday, and closing 2:30 p.m. on Saturday. Trustee Johnson moved to approve the first reading of the *Operating Hours Policy* with all of the suggested changes. The motion was carried by Trustee Brown and carried, 5-0.

Agenda Items for Next Meeting: Continuing reviews and reports featured at this meeting.

Upcoming meetings: The next meeting of the Emmetsburg Public Library Board of Trustees was set for Tuesday, April 21, 2026 at 5:00 p.m. in Room 14 Conference Room of the Emmetsburg Public Library..

Adjourn: President Merrill asked for a motion to adjourn the meeting. Trustee Brown moved to adjourn, which was seconded by Trustee Johnson. The motion carried, 5-0. The meeting was adjourned at 6:24 p.m.

Respectfully submitted,

Nathan R. E. Clark, secretary pro tem

Date

Kathryn Merrill, President, Board of Trustees

Date