KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES
Tuesday, August 18, 2026 at 6 pm in the Library

Present: John Talcott, Sam Monson, Mel Ferris, and Director David Greenfield
Absent: Kelly Schmidt, Heather Gransee

Amendments to the Agenda: none
Visitors/Petitions to the Board: Shannon Peters shared concerns about solar panels being installed behind the library. After discussion, she was referred by Mel Ferris to share her concerns at the upcoming city council meeting.

Approval of Minutes of the KPL Board Meeting: Motion to approve the July 14 minutes by Sam, 2nd by John. Motion carried.
Committee Reports: none
Financial Reports/Payables: Motion to approve the July payables by John, 2nd by Sam. Motion carried.
Monthly Reports: Motion to approve the monthly reports by John, second by Sam. Motion carried.

Director's Report:

Library Activities -

- Many kids attended the music event with Will Bjorndal
- 87 people attended the foam party
- David met with Tim and Sarah to go over the 2027 library budget
- The library purchased three new computers (circulation desk, public use, and staff).
- 115 reading logs were turned in during June and 102 reading logs were turned in during July. The library is accepting August reading logs through 8/28.
- Tonya has resigned with her last day being August 21.

Planning Ahead -

- The last Master Gardener presentation will be August 26.
- The 10 year anniversary of the library building opening is August 27. The staff are working on some displays for the event.
- Storytimes will resume on Tuesday, September 1. Storytimes will take place on Tuesdays instead of Fridays.
- Saturday hours will resume September 12.
- Doug Ohman will present at the library on September 24 with a program celebrating America's 250th birthday.

Building Report -

- Schwickert's inspected the roof and found several issues that needed to be repaired. The cost for the repairs is just under $10,000.

Old Business

- David discussed the 2027 library budget with City Administrator Tim Ibisch and accountant Sarah Schmidt. Notable changes from the proposed budget are the renaming of “Library Fees” to “Lost and Damaged Fees”, an increase in budgeted amount for Employer Paid Insurance, and an increase in budgeted amount for Utility Services.
- 70 people responded to the survey regarding changing the library hours. After reviewing the results, David suggested trying evening hours on Thursday. Due to staffing constraints, the library will open later on this day.

New Business

- The annual audit of the library finances was completed. The end result was the library having an additional $12,000 in the fund balance.
- David gave an update on the three year strategic plan. Steps are being taken to improve the accessibility, programming, and space of the library. There is a possibility of creating an outdoor patio space in 2027 as part of these goals.
- There was a discussion regarding next steps for filling Tonya’s position. David is going to finalize the posting for the position (Library Assistant) by the end of the week. The board will review applications at the September meeting.

General Discussion: Discussion regarding the solar panels and if there is a different place or way to install them. The poles have been installed already.

Adjourn: Motion to adjourn the meeting at 7:45 by John. Second by Sam. Motion carried.
Respectfully submitted by: Sam Monson