



April 15, 2026

Create Space, Burlington Public Library

Regular Meeting – 4:30 p.m.

BOARD MEMBERS:

Jennifer McMillan – President

Becky Godfrey – Vice President

Mary Weinand

Roger Hatteberg

Brandon Orth

Amanda Mansheim

Todd Chelf

Convene

Jennifer McMillan called the meeting to order Wednesday, April 15, 2026 at 4:30 p.m.

Roll Call: Present

All present roll call - Jennifer McMillan, Becky Godfrey, Mary Weinand, Roger Hatteberg, Brandon Orth

Roll Call: Absent

Amanda Mansheim, Todd Chelf

Staff Present

Library Director, Brittany Jacobs

Office Coordinator, Sara Garland

AFSCME Library Union Rep, Kathy Gerling

Outreach & Program Services Manager, Becky Nelson

Public Services Manager, Sam Watson

Liaison’s Present

Anita Wagner – Friends

Liaison’s Absent

Rebecca Teater – West Burlington

Notification for this meeting was sent to KBUR/KGRS, KCPS, KKMI, and WIUM radio stations and The Hawk Eye, on April 10, 2026.

Approval of April 15, 2026 agenda and March 18, 2026 minutes

Becky Godfrey moved the Board to approve the agenda for this meeting and the minutes from the last meeting. Second by Roger Hatteberg; motion approved unanimously.

Board Training: Library Bill of Rights Interpretations

Brittany explained the Library Bill of Rights and the interpretations as explained in the training link.

Approval of March expenditures

Brittany explained the expenditures – we are at 75% of the budget spent. Property and Liability insurance lines are over budget as shown on the Budget Control Status Report. The City budgets for this by pooling all city

properties together with each city entity paying a portion of the premium. As we get closer to the end of the fiscal year, we will be shifting some funds between line items, but we will ask for Board approval prior to doing this. The new boiler expense (funded by the City) will show up in next month's reports.

The library applied for e-rate funding for a wireless network rehaul for about \$75,000 but will only have to pay about \$8,000 due to e-rate discount.

Roger Hatteberg moved the Board to approve expenditures. Second by Mary Weinand; motion approved unanimously.

Liaison Reports

a. Friends Liaison, Anita Wagner

The Friends are planning their annual dinner and meeting - so far, about 60 people have RSVP'd. Discussion of donation thank you process: when the Friends receive a donation over \$250, the Treasurer sends a thank you; when the Friends receive a membership donation over \$50 then Ruth sends a thank you; and Anita sends a thank you for memorials. Speaking of donations, the Blue Ladies group donated \$400 to the Friends this month. Anita mentioned the large quantity of thank you notes available in Footnotes for those interested.

President's Report, Jennifer McMillan

Trustees Jennifer and Amanda attended the library's recent staff training day and provided positive feedback. An interesting point that stuck with Jennifer from staff day was that book banning is about access not content. Brittany talked about Trustee training and the future possibility of hosting some training for other Trustees around the State. The next staff training day will be August 18th.

Board Committees

a. Advocacy Committee Update

i. Approval of April 2, 2026 committee meeting minutes

There were about 30-40 people who attended the second Advocacy Committee Meeting on April 2nd. The meetings are going well, and folks are learning about the legislative process.

There was a library patron who expressed concern at the end of the advocacy meeting that there was porn in the library. The book she was concerned about was a children's book titled "It's Not the Stork". Brittany met with her briefly after the meeting about her concerns and set up a sit-down meeting to be held on April 16th.

Discussion of the recent 'letter to the editor' in The Hawk Eye newspaper regarding Brittany. This letter to the editor was written by Brad Cranston, who is a political lobbyist in Iowa but lives in Burlington.

Roger Hatteberg moved the Board to approve the April 2, 2026 advocacy committee meeting minutes. Second by Becky Godfrey; motion approved unanimously.

b. Ad-hoc Nominating Committee

i. Discussion and action on nomination for board vacancy

The Committee reviewed ten applications and have decided to recommend current board member Becky Godfrey be appointed to the Library Board for another 6-year term.

Brandon Orth made the motion to appoint Becky Godfrey to another 6-year board term. Second by Mary Weinand; motion approved unanimously with Becky Godfrey abstaining. This will go before City Council in June.

Roger Hatteberg made the motion to dissolve the Ad-hoc Nominating Committee. Second by Mary Weinand; motion approved unanimously.

Discussion of March Library Services Report & Use Statistics

Brittany talked about her report and the stats. She included an extra page at the meeting from the Master Gardener's. Discussion of Hoopla vs. Libby circulation and cost. Libby is more cost effective – but that is because we have access, and pay a portion, to the State consortium. If federal funding doesn't come through, we could lose Libby services. Brittany has already begun discussions with Rivershare consortium as an alternative if Libby goes away. Brittany included a legislative update - SF2432 is still alive. Regarding stats, Newspaper Archives was still down in March, bringing the total database stats down. The new Gale Suite usage has increased since last month. Short discussion about the Head Start Literacy Training the library presented this past Monday. The bookmobile is still in Des Moines being retrofitted. Question and discussion about the new borrower card statistic on the March Circ Report – 103 new borrower cards were issued in March – that is actual new users– not replacement cards.

Old Business

- a. **Union Update – Kathy Gerling.**
No update.

New Business

- a. **FY27 Foundation Memo Update**

The Foundation changed their fiscal year to match the library's. Brittany presented the first draft of the FY27 Needs Assessment Memo addressed to the Foundation and went over some of the anticipated expenses. Regarding the building mural, a donor gave \$5,000 specifically towards a mural wall that will also serve as a donor wall. Trustee Godfrey would like to make sure we find someone to complete the mural that is familiar with concrete finishing, so the paint doesn't chip away. As far as total annual requests to the Foundation, we are asking for less than what is being earned in interest annually. We are trying to keep operating expenses off the Foundation. The next quarterly meeting with the Foundation is Tuesday April 21st.

Friends Liaison Anita Wagner asked if we could use the Foundation for enhancements if we lose federal funding. Brittany explained that we can, if we use city funds first.

Adjournment

There being no further business to come before the Board, Roger Hatteberg moved the meeting to be adjourned at 5:50 p.m. Second by Becky Godfrey; motion approved unanimously.

Respectfully submitted,

Brittany Jacobs,
Library Director