



Cole Library Board of Trustees

Meeting: November 14, 2025

9:00am

Room 310

I. Call to Order

Present: Grace Chamberlain, Diana Corcoran, Mike Kragenbrink, Jackie Wallace, Sarah Doyle,

Meeting was called to order by Diana at 9:01

II. Approval of Agenda

Mike motion and Jackie seconded approval of agenda.

III. Approval of Minutes

Sarah motion and Mike seconded approval of minutes.

IV. Reports/ongoing business

A. President

B. Public Library Director

1. Upcoming programs

- 3rd annual Winter Reading Challenge December through January - Grace will be going to area businesses for prizes for the winners.

2. Linn County Supervisors Meeting

- Oct. 30 attended by Diana and Grace. Met with many local politicians to discuss needs, programs, etc.

3. Annual Report to the State

- Grace submitted the report.
- Highlights:
 - circulation information
 - 16,275 physical materials - 1% increase from last year,
 - 9,985 physical children's materials - 61% of our total circulations - 15% increase from last fiscal school year,
 - 7,294 e-resources - 45% of what we did in physical materials - 15% up from last year
 - Total circulation up 5% - 23, 569 items circulated

- How many Cornell students/faculty/staff checkouts are there in terms of showing what the
- Programming
 - Hosted 246 programs, 4,816 people attending, 23% increase of programs, and 29% increase for attendance ~4-5 programs a week

4. Financial report

- Cornell Contracted Services
- Increase in the physical collection
- Received \$500 donation in memory of Elaine Mulhaven to be given to Children's Services since she was a school teacher
- Carnegie offering \$10,000 grants for public libraries around the state; Grace will be petitioning Carnegie to receive a grant.
- IT and Custodial report needs to be fixed for remaining budget

C. College Librarian's Report - Jen is not present.

V. Major Business

A. Bylaws review

- As written with the exception of fixing two typos and removing Article V, Section 1 (option).
- Motion by Mike and seconded by Sarah. Approved!
- Grace will bring new pages to next Board meeting.

B. FY27 Budget

- Asking for City to approve 4.2% increase for next year for salaries and benefits, increase of \$4,965 for the year
- Budget has to at least cover salaries so as not to affect programming, etc.
- Student workers are not being paid any different, so they remain the same until Cornell makes those changes.
- Overspent in acquisitions, advertising, and salary and benefits (because of added position) in 2025
- Copy and printing, supplies, and special projects expenses went down so lowering budget for them.
- Goal is to get more money for another position to be added ultimately upon Cathy's retirement, so Grace will bring this up to Chris at the City.
- Grace will present at the next meeting based on the information she receives.

Meeting adjourned with motion by Jackie and second by Mike at 9:53.