

Roland Board of Trustees Meeting  
At the Roland Public Library - 221 North Main, Roland, Iowa  
Wednesday, January 29, 2025 at 5:30 PM

- I. The Roland Library Board meeting was called to order at 5:33 pm. The following Board members were present: Ben Anderson, Ray Hults, Valerie Muxfeldt and Andy Oetker, and Library Director Laura Urbanek. Board member Shauna Handsaker was absent.
- II. Limited Additions to Agenda: none
- III. Public Input: none
- IV. Approve minutes from December 11 meeting: Ray motioned to approve the minutes of the December 11 meeting. Valerie seconded the motion. Passed 4-0.
- V. Approve December and January claims: The December and January claims were read and reviewed. Andy made the motion to approve the lists of claims, Valerie seconded. Passed 4-0.
- VI. Review Statistics: Statistics from the months of December were reviewed.
- VII. Director's Report: A. The library received more than \$1,300 from memorials in Dolores Lounsberry's name. B. There has been no update on when the Adventure Pass program will resume. C. The AARP tax site at the library will open Feb. 3. Volunteers will prepare taxes on Mondays from 3-7 pm; Fridays from 10:30 am-4:30 pm; and Saturdays from 9:30 am-12 noon. The service is free. Appointments are required. D. The Ames Library secured grant funding for hotspot and tablet lending programs for all 11 public libraries in Story County. Each library, including Roland, will get five hotspots and three tablets to circulate to patrons. Funding was secured through the Story County Community Foundation.
- VIII. New Business: A. Select Lounsberry Lounge sign design – Instead of “Lounsberry Lounge”, the board decided to designate the area by the fireplace as the “Lounsberry Reading Nook.” More specific details for the sign were discussed. Laura will contact the sign company with the revisions and send out a new proof to the board via email. B. 2025-26 Budget – Budget numbers from the current year were reviewed. Based on those numbers, most of the line items remained the same for the proposed 2025-26 budget. The building and grounds budget was increased \$20,000 to include new carpet for the front part of the library; and \$700 was added to the office equipment budget for a new copy machine. The board opted to set the wage increase for the same percentage the city council gives to City Hall employees; if the city council chooses not to give a cost of living increase to City Hall employees this year, then the board is asking for a three percent increase for library employees. Following discussion, Ben made the motion to approve the 2025-26 proposed budget; seconded by Valerie. Passed 4-0. Shauna will present the budget to the city council during a work session on Feb. 12.
- IX. Old Business: Trustee Training – tabled.
- X. Dates to Remember: A. Next Board Meeting – Wednesday, Feb. 26, 6:00 pm
- XI. Adjourn: Valerie motioned that the meeting adjourn at 7:00 pm. Ben seconded. Passed 4-0.