

Roland Board of Trustees Meeting
At the Roland Public Library - 221 North Main, Roland, Iowa
Wednesday, January 28 at 6:00 PM

- I. The Roland Library Board meeting was called to order at 6:03 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 29 meeting: Andy motioned to approve the minutes of the Dec. 29 meeting. Ray seconded the motion. Passed 4-0.
- V. Approve January claims: The January claims were read and reviewed. Ray made the motion to approve the lists of claims, Val seconded. Passed 4-0.
- VI. Review Statistics: Statistics for the month of December were reviewed.
- VII. Director's Report: A. Laura reported that there were several "maintenance" issues during the past month. 1) Incoming telephone calls were dropping after one ring, so she contacted Stratford Communication about transferring telephone service to their internet lines. That transition is now complete and we were able to retain the same phone number. Monthly telephone service will be approximately one-half of the amount we were paying for Windstream service. 2) The only remaining patron desktop computer experienced hardware failure, so a new mini desktop computer was purchased for the front desk and the old one was wiped and is now being used as the patron computer. 3) The back room furnace stopped working for the second time this winter. Lekwa had a temporary fix but needs to order a part to repair it. They said there have been many issues with this furnace model. B. AARP tax volunteers will again be preparing tax returns three days a week at the library. C. Because of recent issues, the current Behavior Policy will be reviewed and updated at the next board meeting.
- VIII. New Business: A. 2026-27 Budget – The board reviewed budget line items and made minor revisions. Motion made by Andy to approve the proposed 2026-27 budget, seconded by Val. Passed 4-0. Laura will submit the numbers to City Hall and check with Mellisa to determine if there is funding available from this year's budget to purchase a 3D printer. Andy will present the library budget to the city council on Feb. 11. B. Review library ordinance – As part of the accreditation process, the board reviewed the city ordinance that established the library. C. Review library by-laws – Also as part of accreditation, the library by-laws, which govern library operations, were reviewed.
- IX. Old Business: Trustee Training – Laura informed the board that the Iowa Library Online Conference (ILOC) is scheduled for Jan. 29 and there will be a session titled "Building the Board Culture That Your Library Deserves" that is specifically for trustees.
- X. Dates to Remember: A. Next Board Meeting – Wednesday, Feb. 25, 6:00 pm.
- XI. Adjourn: Val motioned that the meeting adjourn at 6:54 pm. Ray seconded. Passed 4-0.