

# SHEFFIELD PUBLIC LIBRARY BOARD MEETING

## Regular Session Minutes (Draft)

123 S 3<sup>rd</sup> Street  
Sheffield, IA 50475

Date: Tuesday, December 9, 2025

Time: 5:30 PM

### Roll Call

Members present: Bonnie Theis, Onni Prestidge, Trevor Nelson, Alice Griemann, Keli Lage, Marcie Atwood, Gail Sheriff

Others present: Morgan Symens

### Approval of Agenda

Gail made a motion to approve the agenda. Marcie seconded. Unanimous approval. Motion passed.

**Public Comment:** *The Library Board President and the Library Board welcome comments from the public on any subject pertaining to Library business. You are asked to state your name and address for the record and to limit your remarks in order that others may be given the opportunity to speak. No action will be taken on items discussed. However, if warranted, the item may appear on a future agenda.*

### Consent Agenda

1. Approval of Minutes from November 12, 2025
2. Approval of Financial Report
3. Approval of Bills

After review, Keli made a motion to accept the Consent Agenda. Alice seconded. Unanimous approval. Motion passed.

### Librarians Report

1. Review Circulation Report for November

Lower numbers were noted, typical for winter months.

Programming attendance remains strong. The Grinch event had 160 people attend.

2. Grant and Memorial money update.

Received Barkema Grant for the kitchen in the amount of \$5,500.00. Received Beth Reinhart Grant for new bookshelves in children's room \$1000.00. Received \$3,610.00 for the Sue Symens Memorial, will buy memorial bench for outside Library.

3. Programming Update

Starting a Science Club, pre-registration will be required.

4. Timesheet Information

All Library employees are now all clocking in on line.

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5. Focusing on
  - a. Children's room
  - b. Accreditation-completing training
  - c. Long/Short term goals
  - d. Policy updates
  - e. Strategic Plan – Community survey. Draft available in January.

### Old Business

1. Review Budget Amendments

### New Business

1. Discuss and approve budget request for fiscal year 26-27  
Trevor made a motion to approve the budget request. Kelli seconded the motion. Unanimous approval. Motion passed.
2. Discuss and approve Library employee raises for fiscal year 26-27.  
Gail made a motion to approve the raises. Marcie seconded. Unanimous approval. Motion passed.

### Agenda Items for Next Meeting

1. Long/short term goals
2. Policy updates
3. Community survey

### Adjourn

Alice made a motion to adjourn at 5:56 p.m. Gail seconded. Unanimous approval. Motion passed.