

Atkins Public Library Board Minutes

March 2nd, 2026 @ 4pm

City Council Chambers

Call meeting to order- Carney called the meeting to order. Present were Carney, Lapan, Duball, and Scheer. Absent- Fiala, Lochner

Secretary's Report- Motion made by Carney to approve secretary report, Scheer seconded motion, motion carried.

Financial Report- Expense/revenue report was reviewed. Scheer made motion to approve financial reports, Lapan seconded, motion carried.

Unfinished Business- Book return was discussed. Board agreed to have Scott K. see if his contact can look at it for repair.

New Business-

- Board reviewed Bylaws. Scheer made motion to approve bylaws, Carney seconded, motion carried.
- Discussion by the Board on hiring.

Public Comment-None

Boards Report- None

Director's Report-

- The library had 314 patrons in the month of February, 254 attending programs, with a total of 568 using the library, with 24 programs held for the month.
- The library had 307 check-outs, 293 check-ins, 88 renewals, and 9 in house use.
- The library had 7 patrons added to our library family this month. With 14 patrons accounts modified.
- Library has added 67 new holdings to our library.
- The library received 23 calls for the City Park Rental in the month of February, with 6 walk-ins and 7 agreements signed in February for the City Park Rental.
- Director has completed and submitted Accreditation.
- Director working on a policy for our Makerspace. We will be looking at furnishings in June for our Makerspace/workroom area.
- Atkins Public Library along with 485 other Iowa public libraries with a census of 7,000 or less received \$941.69 dollar distribution from the trust of Norma Jean Warner. This was sent from Abendroth Russell Barnett Law Firm.

- Library received from the State Library information on Federal Rule on government Website Accessibility Compliance. This will require state and local government websites (including public library websites) to comply with accessibility standards to ensure web content is accessible to people with disabilities.
State Library staff are hard at work updating our web content to meet the requirements. Because the State Library serves a statewide population (more than 50,000), their deadline for compliance is April 24, 2026. Local governments that serve 49,999 and below must be compliant by April 26, 2027.
The State Library has scheduled a webinar with more information on this rule. Library staff who handle website updates are encouraged to attend. The webinar will be recorded. Director and staff are signed up for this webinar.
- Library has scheduled our summer reading kickoff on June 2nd at the Atkins City Park (weather permitting). We have scheduled Absolute Science with the bubble stations, Prairie Patch Llamas, will be working on refreshments with Atkins Helping Hands Food Pantry. Looking at adding facepainting along with registration sign up.
- Library has Keith West the magician back with "Unearth A Story" program on June 16th.
- Hoping to have the Freedom 250 Truck the weekend of Watermelon Days. Director put in a request for the truck. Waiting to see if we make it on their schedule.
- We will be doing an internet safety class from Highlights and Google as part of our Plant a Seed Read program. This class will be Plant a Seed for Safety. We have requested kits at no cost for us to use for this program through Highlights.

Bills to be approved- Scheer made a motion to approve bills, Carney seconded motion, motion carried.

Amazon	Books/office supplies	Inv#1L3NNW796WCH	\$260.68
Amazon	Books/office supplies	Inv#1WM6H4DJHYWC	\$302.31
Amazon	Book	Inv#131HKPK7YK17	\$16.28
Amazon	Book/program	Inv#1R14716R4RG7	\$133.95
ATC	Phone	Acct#0013000600	\$67.57
DP Properties	Cleaning	INV#100556	\$508.00
Postmaster	Postage	Receipt#000005	\$6.08
Postmaster	Postage	Receipt#00001651	\$4.96

Total Expenses **\$1,299.83**

Copies month of February	\$19.95
Park Pavilion City Income/Deposit	\$846.60
Fax month of January	\$13.50

Norma Jean Warner Trust funds	\$941.69
Total Income	\$1821.74

Next meeting- April 6th, 2026

Adjournment- Lapan made a motion to adjourn the meeting, Carney seconded, motion carried.

Rita K. Lapan Date: 3.2.26

Termy Carney Date: 3-2-26