



Minutes of Library Board Meeting
August 17, 2026

CALL TO ORDER

President Sam Garchik called the meeting to order at 5:19 pm

Trustees Present: Wayne Ades, Brenda Diers, Sam Garchik, Ann Gookin, Joneane Parker, Sherri Smith and David Thebodo.

Trustees joining via ZOOM: Sharon Flinspach

Trustees absent: Rachel Brown

Also present: Director Alecs Schmidt Mickunas, Afton Pedrick, Joy Craig, Isaac Nevas and Karen Blakley.

PUBLIC ADDRESS – Isaac Nevas (Training for FPL Staff) -Isaac Nevas shared a brief summary of the program he has offered to share with staff. Trustee Garchik verified staff would not lose lunch or break times and would be paid while attending the program. Trustee Parker verified staff would have input into topics discussed.

COMMUNICATIONS – Joy Craig (Adult Reading Program) - Joy Craig was present to discuss National Library Signup Month and the adult reading program planned to begin in September. Director Schmidt Mickunas noted this year the library will launch programs such as an informal language learning group promoting Mango and a book treks program partnering with Park & Rec.

CALL FOR ADDITIONS TO THE AGENDA –None.

APPROVAL OF MINUTES –

Trustee Flinspach moved to approve the July 20, 2026 minutes as presented. Trustee Diers seconded the motion. The motion passed unanimously.

TREASURER'S REPORT –

Trustee Smith reviewed the Reports of Revenue and Expenditure noting expenditures were a bit above budget. Trustee Flinspach asked about the town contracts for the past fiscal year.

Director Schmidt Mickunas noted letters will be sent for the next fiscal year to all contracting towns in an effort to have all payments made within the fiscal year. Trustee Smith asked about the CD that matured earlier in the year. Director Schmidt Mickunas has invested funds in a new CD and the updated information will appear on next month's Statement of Funds.

Trustee Parker moved to approve the treasurer's report. Trustee Thebodo seconded the motion. The motion passed unanimously.

APPROVAL OF BILLS

Trustee Garchik asked about the new cleaning contractor. Director Schmidt Mickunas indicated the new contractor had taken over and was in need of a new riding vacuum. Trustee Ades asked if the city might have one to potentially borrow until the library could budget for a new one.

Trustee Smith asked about a budget amendment. Trustee Garchik asked about cost sharing with other city departments. Director Schmidt Mickunas will talk with personnel at City Hall.

Trustee Thebodo moved to approve the August Bills to be Approved. Trustee Diers seconded the motion. The motion passed unanimously.

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	6310	All American Pest Control	Pest Control - Bi Monthly/Special	880.00
	6371	Alliant Energy	Gas Expense (last year \$289.05)	72.19
	6371	Alliant Energy	Electric Expense (last year \$745.07)	73.77
	6499	Bailey Office Outfitters	Monthly lease maintenance 3 Sharp copiers	147.06
	6310	Crow Electric	Parts and labor - LED lighting	218.00
	6506	Demco	Filament Tape	224.52
	6506	Demco	CD albums	227.80
	6506	ELM USA Inc.	Disc Cleaner supplies	279.95
	6499	Envisionware	1 year maintenance CBA, client license, EW Suite First Bldg, EW SIP2	2,206.04
	6499	Envisionware	1 year subscription Mobile Print Service	633.94
	6310	Jorge's Law n & Landscaping	Mowing 6-16-26 to 8-6-26, weeding, clean up, south exit door seeding, trimming	1,800.00
	6373	Liberty Communications	Telecommunications 8/1/26 to 8/31/26	129.00
	6373	LISCO	Telecommunications 8/1/26 to 9/1/26	43.49
	6220	MidWestOne Bank	Amazon Prime Membership Fee - Annual	139.00
	6310	MidWestOne Bank	Furniture cover, changing table supplies, refund of sales tax charged	284.24
	6506	MidWestOne Bank	Tissues, Scotch tape, Hole punch, YS carts, Hard drive, Feathers	332.94
	6508	MidWestOne Bank	Monthly Postage, ILL Postage	85.87
	6310	Noerenberg, Christina	Monthly cleaning contract	1,875.00
	6310	Plumbco LLC	Public Restroom Sinks - drain assemblies and flushometer	429.11
	6310	Plumbco LLC	Public Restroom Sinks-angle stops and supply lines	441.60
	6506	Quill	Copy paper	113.97
	6310	Rios, Jesus	Caulking, paint touch-ups	78.75
	6310	The Lock Dr. L.L.C.	Service call and keys	110.50
			Total for General Fund	10,826.74
	B	Fairfield Public Library - General Fund	Educational Programming	134.11
	B	Fairfield Public Library - General Fund	Educational Programming	284.49
	B	Ingram Library Services	Library Materials	12.39
	B	OverDrive, Inc.	Educational Programming - Right to Read	11.00
	B	Bernice Shaller	FPL Permanent Holdings (Art) Memorial	500.00
			Total for Book Sale Fund	941.99
			Total for Capital Improvements Fund	0.00
	F	Fairfield Public Library - Memorial Fund	Quarterly Grant - Library Materials	13,300.00
			Total for Foundation Fund	13,300.00
	M	Center Point	Large Print	51.54
	M	Fairfield Public Library - General Fund	Library Materials-0257	969.91
	M	Ingram Library Services	Library Materials	1,796.12
	M	Kanopy Inc.	Monthly invoice	260.00
	M	Mango Languages	Subscription Renewal	1,397.83
	M	OverDrive, Inc.	Library Materials - Libby	529.43
			Total for Memorial Fund	5,004.83

REPORT OF DIRECTOR (A copy of the report is attached.)

Director Schmidt Mickunas highlighted recent programs with good attendance. Trustee Smith asked for an update on a donation to Golden Magnolia. Director Schmidt Mickunas has spoken with the City Administrator who indicated per Iowa Code we are unable to make a donation to another organization. Trustee Parker asked about fulfilling hold requests. Director Schmidt Mickunas explained the library fulfills holds when they meet specific criteria. Trustee Garchik asked about the roof. Director Schmidt Mickunas feels corroded gutters on the alley side of the building have caused the roof to leak. He will contact Heartland Construction.

Continued Education – Boardroom Essentials: Board Member Expectations Video

Director Schmidt Mickunas played the video for the trustees.

REPORTS OF COMMITTEE –

- a. Report of Personnel Committee- Trustee Parker reported the committee had not met.
- b. Report of Building & Grounds Committee – Trustee Ades reported the committee had not met.
- c. Report of Finance Committee –Trustee Smith reported the committee had not met.

OLD BUSINESS –

- a. Motion to Approve New Room Reservation Policy – Trustee Ades reminded trustees there was a specific point of discussion at last month’s meeting. Director Schmidt Mickunas reviewed suggested edits to the policy. Trustee Parker recommended specific signage related to changes in prominent places. Trustee Parker moved to approve changes to the policy. Trustee Gookin seconded the motion. The motion passed unanimously.

NEW BUSINESS –

- a. Motion to Approve Revision of FPL Bylaws-Trustee Garchik clarified the revision relates to terms of trustees. Trustee Parker suggested a change under Professional Personnel, Library Director, point number two, to add the words ‘and quality’ following efficiency. Director Schmidt Mickunas explained the Library Bylaws are not aligned with the Fairfield City Ordinance in terms of terms and term limits. Trustee Ades shared his concern if terms were shortened. Trustee Garchik asked if the board would be making a recommendation or leaving the decision to the city. Director Schmidt Mickunas would like to submit a recommendation to the city from the board. Trustee Ades would like to explore retention. Director Schmidt Mickunas will develop different scenarios and discuss the issue with personnel at City Hall. Matter tabled.

ADJOURNMENT

The meeting was adjourned at 7:07 p.m. with a motion by Trustee Parker. Trustee Thebodo seconded the motion.

Respectfully submitted,

Ann Gookin
Secretary