

NOTICE OF MEETING

FOR Fairfield Public Library Board of Trustees
DATE/TIME Monday, October 19, 2026 at 5:15 PM
PLACE FPL Meeting Room
AGENDA

1. Call to Order
2. Public Address
3. Communications - None
4. Call for Additions to the Agenda
5. Approval of Minutes
6. Treasurer's Report
7. Approval of Bills
8. Report of Director
9. Continued Education – Report from ILA Conference 2026
10. Reports of Committee
 - a. Report of Personnel Committee
 - b. Report of Building & Grounds Committee
 - c. Report of Finance Committee
11. Old Business – None
12. New Business
 - a. Motion to Approve Grant Request for 2027 Materials Budget
 - b. Discussion of Guidelines for Pricing Surplus Library Materials and Equipment
 - c. Discussion of Change to Board of Trustees Agenda
13. Adjournment

UPCOMING EVENTS

Tuesday 10/20 3:30 PM Goblin Market
Tuesday 10/20 7:15 PM Iowa Conservation Corps Presentation
Saturday, 10/24 7:30 PM Haunting Movies – The Seventh Seal
Monday & Tuesday 10/26-27 4-5 PM Matilda Reader's Theater
Thursday 10/29 4 PM FPL Halloween Party
Friday 10/30 7 PM When Maharishi Came to Town
November 1-14 November Book Sale
Thursday 11/5 2:30 PM Discover Your Family Tree
Friday 11/13 Fix-It Friday: Repair Fair



Minutes of Library Board Meeting
September 21, 2026

CALL TO ORDER

President Sam Garchik called the meeting to order at 5:15 pm

Trustees Present: Rachel Brown, Brenda Diers, Sam Garchik, Joneane Parker, Sherri Smith and David Thebodo.

Trustees joining via ZOOM: Wayne Ades and Sharon Flinspach

Trustees absent: Ann Gookin

Also present: Director Alecs Schmidt Mickunas, Afton Pedrick and Karen Blakley.

PUBLIC ADDRESS – None

COMMUNICATIONS – Director Schmidt Mickunas shared correspondence received.

CALL FOR ADDITIONS TO THE AGENDA – None

APPROVAL OF MINUTES –

Trustee Smith moved to approve the August 17, 2026 minutes as presented. Trustee Thebodo seconded the motion. The motion passed unanimously.

TREASURER’S REPORT –

Trustee Brown reviewed the statements of revenue and expenditure noting revenue is in line for the fiscal year. She asked if expenditures in subscriptions were high due to renewal dates falling at the start of our fiscal year. Director Schmidt Mickunas confirmed. Trustee Brown asked for clarification on the balance in contractual services. Director Schmidt Mickunas explained the cost of preparing outdated staff computers for sale to the public went into that fund. Trustee Parker moved to approve the treasurer’s report. Trustee Diers seconded the motion. The motion passed unanimously.

APPROVAL OF BILLS

Trustee Brown reviewed the Statement of Funds and asked about the recently renewed CD. Director Schmidt Mickunas clarified. Trustee Parker suggested the board be thinking about the CD that will mature in January. Trustee Thebodo moved to approve the September Bills to be Approved. Trustee Smith seconded the motion. The motion passed unanimously.

September 21, 2026				
	6310	All American Pest Control	Bi-Monthly Pest Control	80.00
	6371	Alliant Energy	Gas Expense (last year \$272.66)	73.89
	6371	Alliant Energy	Electric Expense (last year \$1736.97)	64.84
	6499	Bailey Office Outfitters	Monthly lease maintenance 3 Sharp copiers	147.06
	6310	Brockway	Quarterly Preventative Maintenance	353.98
	6310	Chemsearch	Contract Water Treatment Program	477.09
	6310	Crow Electric	Retrofit LED cans, LED recessed downlight	420.00
	6310	Department of Inspections	Annual certification fee	40.00
	6506	ELM USA Inc.	Plastic center pin	64.79
	6310	Johnson Controls Fire Protection LP	Alarm & detection monitoring	569.01
	6499	Kevin Farley	Computer set up and reset 7-11-26 to 9-11-26	1,583.75
	6373	Liberty Communications	Telecommunications 9-1-26 to 9-30-26	129.00
	6373	LISCO	Telecommunications 9/1/26 to 10/1/26	43.49
	6310	Menards-Ottumwa	Building repair supplies	67.48
	6230	MidWestOne Bank	Annual membership ALA, membership renewal ILA	540.00
	6310	MidWestOne Bank	Brackets, bit set, recycling fee	42.40
	6506	MidWestOne Bank	Paper towels, batteries, kiosk iPad stand, acrylic sign holders, flyer display, markers	440.16
	6508	MidWestOne Bank	Monthly postage, ILL postage	55.52
	6310	Noerenberg, Christina	Monthly cleaning contract	1,875.00
	6506	Office Express	Copy paper	149.95
	6508	Postmaster	2 rolls first class stamps	164.00
	6414	The Iowa Source	1/4 pg color ad	250.75
	6310	Wilson Paper	Can liner black	32.82
			Total for General Fund	7,664.98
	B	Demco	Large Easels	65.44
	B	Fairfield Public Library - General Fund	Educational Programming	155.67
	B	Fairfield Public Library - General Fund	Educational Programming	46.75
	B	HyVee	Refreshments Fix-It Friday	34.55
	B	Kevin Mason	Educational Programming - Notes on Iowa	100.00
	B	Mickunas, Alecs	Snacks educational programming	14.28
	B	OverDrive, Inc.	Educational programming - Libby	28.50
			Total for Book Sale Fund	445.19
			Total for Capital Improvements Fund	0.00
			Total for Foundation Fund	0.00
	M	Bottom Line Health	Annual subscription	29.95
	M	Center Point	Large Print	51.54
	M	Des Moines Register	Annual service 9-1-26 to 8-31-27	797.06
	M	Fairfield Public Library - General Fund	Library Materials 0257	1,046.87
	M	Ingram Library Services	Library Materials - Auto Yours	148.13
	M	Ingram Library Services	Library Materials	2,157.19
	M	Kanopy Inc.	Monthly invoice	218.00
	M	OverDrive, Inc.	Libby - New to Collection	267.55
	M	OverDrive, Inc.	Libby - Holds Fulfillment	886.31
	M	The Atlantic	Annual subscription (last year \$53.45)	58.80
			Total for Memorial Fund	5,661.40

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

Director Schmidt Mickunas reviewed the recent book sale held at the library. Trustee Parker asked for an update on a possible off-site retail book store. Director Schmidt Mickunas continues to pursue this. Trustee Garchik discussed using AI as a cataloging aide

Continued Education – Boardroom Essentials: Boards & Standards

Director Schmidt Mickunas played the video for trustees, noting the library is pursuing re-accreditation this winter and continued education will help with that. Trustee Smith asked about the bylaws and continued education. Director Schmidt Mickunas clarified that it is required for re-accreditation. Continued Education is listed as an agenda item in the bylaws but could be better explained.

REPORTS OF COMMITTEE –

- a. Report of Personnel Committee-Trustee Parker reported the committee has met twice on two different issues. Trustee Flinspach addressed the first issue, terms of board members. The committee presented a suggestion to align the library's bylaws with the city ordinance. All terms would be staggered and end in June. Trustee Parker addressed the second issue, changes to employee dress code. Director Schmidt Mickunas shared a copy of the updated code, noting he has spoken with staff regarding the updates. Trustee Parker suggested clarifying where and how name badges should be worn. Trustee Flinspach noted the library's bylaws regarding absences may need to be changed to match the city ordinance.
- b. Report of Building & Grounds Committee – Trustee Ades reported the committee briefly discussed repairs to the building and vacuum options. Director Schmidt Mickunas feels the riding vacuum is an essential piece of equipment for the library and it shouldn't be a requirement for a custodian to purchase and own one. Trustee Smith asked about funding.
- c. Report of Finance Committee –Trustee Smith reminded trustees October is normally the month committees begin working on the budget, suggesting the Personnel and Building & Grounds committees meet in October to present recommendations to the Finance committee.

OLD BUSINESS –

- a. Motion to Approve Revision to Bylaws–Trustee Parker moved to approve the changes shared in board trustee packets without any additional changes. Trustee Diers seconded the motion. The motion passed unanimously.

NEW BUSINESS –

- a. Motion to Approve Updated Loan & Fee Schedule- Director Schmidt Mickunas reviewed updates. Trustee Thebodo moved to approve the updated Loan & Fee Schedule. Trustee Smith seconded the motion. The motion passed unanimously.
- b. Motion to Approve Request for Revision to City Ordinance for Library Trustees- Director Schmidt Mickunas read wording adding the trustees also suggested a revision to trustee absences from meetings to align library bylaws with city ordinances. Trustee Smith moved to approve revisions. Trustee Thebodo seconded the motion. The motion passed unanimously.

- c. Motion to Approve Revised Terms for FPL Trustees - Trustee Parker moved to approve revised terms for FPL trustees. Trustee Diers seconded the motion. The motion passed unanimously.
- d. Motion to Approve Purchase of Commercial Vacuum – Trustee Thebodo moved to approve the purchase of a commercial vacuum from SouthEast Supply. Trustee Ades seconded the motion. The motion passed unanimously.
- e. Motion to Approve Updated Library Addendum to Dress Code for City Employee Handbook – Trustee Diers moved to approve the updated library addendum to dress code for city employee handbook. Trustee Smith seconded the motion. The motion passed unanimously.

Trustees discussed the current agenda format and possible ways to update or change future agendas. Director Schmidt Mickunas will follow up on this.

ADJOURNMENT

The meeting was adjourned at 6:55 p.m. with a motion by Trustee Parker.

Respectfully submitted,

Brenda Diers
Secretary Pro Tem

Fairfield Public Library
BILLS TO BE APPROVED
GENERAL FUND

Num	Name	Memo	Amount
October 19, 2026			
6371	Alliant Energy	Electric Expense (last year \$1321.01)	992.99
6371	Alliant Energy	Gas Expense (last year \$239.84)	83.89
6499	Bailey Office Outfitters	Monthly lease maintenance 3 Sharp copiers	147.06
6414	FHS Quill	Quill ad package	170.00
6310	Johnson Controls Fire Protection LP	Services for fire alarm and sprinkler	598.30
6310	Johnson Controls Fire Protection LP	Service wet sprinkler system	664.19
6310	Johnson Controls Fire Protection LP	Repair backflow checks and internal backflow inspection	3,346.36
6310	Jorge's Lawn & Landscaping	Mowing August 15 to September 19, weeding, seeding, lawncare	1,975.00
6499	Kevin Farley	Computer/IT work done 9-14-26 to 10-9-26	183.75
6373	Liberty Communications	Telecommunications 10-1-26 to 10-31-26	129.00
6373	LISCO	Monthly telecommunications 10-1-26 to 11-1-26	43.78
6310	MidWestOne Bank	scooter battery replacement	169.96
6499	MidWestOne Bank	Mailer Lite subscription annual	205.20
6506	MidWestOne Bank	USB hub, sharpies, bandaids, storage bins, tissues, binder clips	161.10
6508	MidWestOne Bank	Monthly postage fees	10.99
6310	Noerenberg, Christina	Monthly cleaning contract	1,875.00
6506	Office Express	Copy paper	179.94
6310	Plumbco LLC	Supply and install lavatory faucets - women's public restroom	968.11
6310	Plumbco LLC	Reconnect coupling on sump pump in basement	120.00
6310	Wilson Paper	Liquid hand cleaner	54.21
		Total for General Fund	12,078.83
B	Allen Cobb	Key tags	426.95
B	Fairfield Public Library - General Fund	Educational Programs 0257	1,279.20
B	Fairfield Public Library - General Fund	Educational Programs 4566	531.70
B	Janus Films	Seventh Seal - screening	100.00
B	OverDrive, Inc.	Educational Programming	41.55
		Total for Book Sale Fund	2,379.40
		Total for Capital Improvements Fund	0.00
		Total for Foundation Fund	0.00
M	AtoZdatabases	Annual subscription 8/1/26 to 7/31/26	1,200.00
M	Center Point	Large print	51.54
M	Fairfield Public Library - General Fund	Library Materials 0257	1,335.92
M	Ingram Library Services	Library Materials	695.52
M	Kanopy Inc.	Monthly charges	220.00
M	LinkedIn Corporation	Annual payment 9-30-26 to 9-30-27 year 3 of 3	2,500.00
M	OverDrive, Inc.	Library Materials	521.15
M	Poetry Foundation	Annual subscription (last year \$20.00)	20.00
M	Time USA LLC	Annual subscription (last year \$25.00)	26.00
		Total for Memorial Fund	6,570.13
October 19, 2026			

	Memorial	Booksale	Capital	Endowment	Total
Balance September 1, 2026	\$ 11,372.90	\$ 13,985.71	\$ 1,833.83	\$ 613,319.61	\$ 640,512.05
Booksale		\$ 468.45			\$ 468.45
Desk donations	\$ 62.50				\$ 62.50
Grant-FPL Foundation					\$ -
Disc cleaning/Lost & damaged	\$ 21.00				\$ 21.00
Memorials and gifts	\$ 1,431.00				\$ 1,431.00
Refund received	\$ 296.19				\$ 296.19
ISB Interest Savings Account				\$ 649.39	\$ 649.39
Gift - Paul Praither	\$ 500.00				\$ 500.00
ISB - Interest paid cd 143688					\$ -
ISB Interest Checking	\$ 23.48				\$ 23.48
Adopt An Author	\$ 35.65				\$ 35.65
Total to account for	\$ 13,742.72	\$ 14,454.16	\$ 1,833.83	\$ 613,969.00	\$ 643,999.71
Disbursements	\$ (5,661.40)	\$ (445.19)			\$ (6,106.59)
Final balance September 30, 2026	\$ 8,081.32	\$ 14,008.97	\$ 1,833.83	\$ 613,969.00	\$ 637,893.12

Cash reconciliation:

ISB checking	\$ 58,620.95
ISB High Yield Savings (est 3/23/26)	\$ 254,289.05
LSB #207687: Matures 8/1/28	\$ 92,440.96
PGSB #11000528 Matures 5/26/27	\$ 104,766.42
MWO#42113: Matures 1/8/2027	\$ 80,850.59
ISB #143881 (EJ Accounts): Matures 1/26/2031	\$ 57,519.82
Outstanding checks	\$ (10,594.67)
Final balance September 30, 2026	\$ 637,893.12

MWO credit card account \$ 3,900.71

Deposits with City Finance Officer:	
Copies	\$ 979.10
Faxes	\$ 58.70
Laminate	
ILL	\$ 8.00
Town Contracts	\$ 2,755.00
Room Maintenance	
Lost/Damaged	\$ 61.00
FPL for Visa	
Fines	\$ 14.90
Library Services	
Total	\$ 3,876.70

CITY OF FAIRFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2026

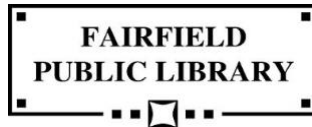
GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY SERVICES</u>					
001-6-410-6010 SALARIES - FT	16,212.07	55,093.06	196,817.00	141,723.94	28.0
001-6-410-6020 SALARIES - PT	10,932.53	39,353.40	156,637.00	117,283.60	25.1
001-6-410-6040 OVERTIME	.00	.00	200.00	200.00	.0
001-6-410-6110 FICA	1,972.79	6,902.00	27,040.00	20,138.00	25.5
001-6-410-6220 SUBSCRIPTIONS	.00	353.00	924.00	571.00	38.2
001-6-410-6230 TRAINING	540.00	540.00	1,301.00	761.00	41.5
001-6-410-6240 MEETINGS & CONFERENCES	.00	.00	2,415.00	2,415.00	.0
001-6-410-6310 BUILDING MAINT & REPAIR	3,957.78	13,832.37	70,000.00	56,167.63	19.8
001-6-410-6371 ELECTRIC/GAS EXPENSE	138.73	450.53	15,000.00	14,549.47	3.0
001-6-410-6373 TELECOMMUNICATIONS	172.49	517.47	2,400.00	1,882.53	21.6
001-6-410-6414 PRINTING & PUBLISHING	250.75	250.75	1,200.00	949.25	20.9
001-6-410-6499 OTHER CONTRACTURAL SERVICES	1,730.81	12,511.77	26,500.00	13,988.23	47.2
001-6-410-6502 LIBRARY MATERIALS	1,249.29	4,536.96	.00	(4,536.96)	.0
001-6-410-6506 OFFICE SUPPLIES	654.90	2,055.51	4,000.00	1,944.49	51.4
001-6-410-6508 POSTAGE/SHIPPING	219.52	448.17	1,500.00	1,051.83	29.9
TOTAL LIBRARY SERVICES	38,031.66	136,844.99	505,934.00	369,089.01	27.1
TOTAL FUND EXPENDITURES	38,031.66	136,844.99	505,934.00	369,089.01	27.1
NET REVENUE OVER EXPENDITURES	(38,031.66)	(136,844.99)	(505,934.00)	(369,089.01)	(27.1)

CITY OF FAIRFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2026

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CHARGES FOR SERVICES</u>					
001-4-410-4432	DIRECT STATE AIDE	.00	.00	3,400.00	3,400.00	.0
001-4-410-4433	OPEN ACCESS	.00	2.00	3,600.00	3,598.00	.1
001-4-410-4434	ACCESS PLUS	8.00	8.00	.00	(8.00)	.0
001-4-410-4465	LIBRARY SERVICES	.00	1,899.16	.00	(1,899.16)	.0
001-4-410-4470	TOWN CONTRACTS	2,755.00	5,401.00	8,000.00	2,599.00	67.5
001-4-410-4480	COUNTY CONTRIBUTIONS	.00	.00	43,135.00	43,135.00	.0
	<u>TOTAL CHARGES FOR SERVICES</u>	<u>2,763.00</u>	<u>7,310.16</u>	<u>58,135.00</u>	<u>50,824.84</u>	<u>12.6</u>
	<u>SPECIAL ASSESSMENTS</u>					
001-4-410-4501	LIBRARY CONCESSIONS	1,037.80	3,647.35	10,000.00	6,352.65	36.5
001-4-410-4502	LIBRARY FEES	75.90	491.42	1,500.00	1,008.58	32.8
001-4-410-4550	MISC. CHARGES FOR SERVICE	.00	4,336.83	.00	(4,336.83)	.0
	<u>TOTAL SPECIAL ASSESSMENTS</u>	<u>1,113.70</u>	<u>8,475.60</u>	<u>11,500.00</u>	<u>3,024.40</u>	<u>73.7</u>
	<u>TOTAL FUND REVENUE</u>	<u>3,876.70</u>	<u>15,785.76</u>	<u>69,635.00</u>	<u>53,849.24</u>	<u>22.7</u>
	<u>NET REVENUE OVER EXPENDITURES</u>	<u>3,876.70</u>	<u>15,785.76</u>	<u>69,635.00</u>	<u>53,849.24</u>	<u>22.7</u>



Director's Report for October 19, 2026

Submitted by Aleks Schmidt-Mickunas, MLIS, Director

BOARDS

▪ **Library Board:** The FPL Board will meet in the Library Meeting Room at 5:15pm on Monday, October 19, with President Sam Garchik presiding.

FISCAL

▪ **Purchase of Refurbished Riding Vacuum:** Fairfield City Council agreed to provide funding from local options sales tax to cover 50% of the cost of the riding vacuum. The remainder can come from the General Fund. I have approved the order through the vendor and I'm waiting for an update about estimated time of arrival.

▪ **Annual Funding Request for Materials Budget to FPL Foundation:** I have prepared a budget for library materials and our funding request of \$62,500 for 2027. I plan on presenting our request to the FPL Foundation later this month. The new budget includes \$9,000 to expand our service of fulfilling holds to Bridges users in the Libby app. *See attachment. Board Action Required*

▪ **Director Authorization to Price and Sell Library Property:** A community member has expressed interest in purchasing the empty book shelf in the AV Room. There is an additional large wooden shelf in the basement that could be sold as well. Each of these shelves would likely sell at \$100-\$250 in aftermarket sales. I would like to discuss expectations for communication with the board when the Library would like to sell higher value items in disuse that we own. Special consideration must be made when an item was gifted to the Library. I suggest that I be authorized to price and sell items without full board approval required when the assessed value of an item is \$1,000 or less. The proceeds of these sales would be deposited in the Book Sale Fund.

POLICIES & PROCEDURES

▪ **Revision to Fairfield City Ordinance and Trustee Terms:** on Monday, October 12, I presented our request for the city ordinance to be modified to be in alignment with the current version of our bylaws. The city attorney will evaluate our request and there will likely be two more public hearings if the change is passed.

▪ **Director Endorsement 2026-29:** I have successfully completed my re-certification for director endorsement through the State Library. This required 45 hours of continuing education.

▪ **Annual Survey to the State Library:** I have completed our annual survey and will share some highlights from the data with you on Monday. Due to the Koha migration, circulation data was less straightforward than is typical. Library use is holding steady and we saw some increases in several areas.

Revisions to Agenda Format: I spoke with City Administrator Doug Reinert about trustees' feedback on the current agenda format. We discussed trustees' suggestion that we might make motions within committee reports. However, based on Doug's guidance and upon looking at the Iowa City Public Library agenda, I am in favor of moving the Director's and committee reports to the end of the meeting, focusing them on

updates and topics not already addressed earlier during old and new business. I've attached a sample revised agenda for your consideration and welcome your feedback.

PROGRAMS & SERVICES

Veterans Book Club: John Miller, formerly of Retired and Senior Volunteer Program, wishes to start a new book club for veterans with an emphasis on history and stories. The club will likely begin meeting in late November.

History Presentation by Visiting Historian: Iowa historian Linda McCann will be presenting on the Civilian Conservation Corps of Southeast Iowa on October 20th. The presentation is co-sponsored by the Carnegie Museum.

Monthly Craft Program: We have a special monthly craft program that grew out of the weekly Adult Craft and Connect. In October, the At Home Store partnered with us for The Art of Wrapping Books & Journals.

Imagination Library Updates: Give Like Dolly Day was celebrated on September 25th. Students and faculty at Washington and Pence gathered \$400 to contribute to funding for Jefferson County. I attended a school assembly with volunteers to receive the gift. The program currently has 287 active participants and 84 children have now graduated. The volunteer group is now made up of Maggie Hanks (Main coordinator), Deanna Julsen, Sage Ghent, Sam Lowenberg, and Louise Maidment. Sara Martindale is also assisting the group and has welcomed volunteers to join her at Trunk or Treat this month.

FACILITIES, GROUNDS & EQUIPMENT

Custodial Tasks: This month custodian Christina Norenberg completed cleaning of all exterior windows, except for the east side upper-level window. A strategy for addressing this is in progress. Christina is cleaning in the evening Monday through Thursday. Her assistant Samantha does an abbreviated cleaning Friday evening, and Christina returns to clean on Sundays. I am impressed with our current custodian's quality of work.

Northside Concrete at Building Entrance: Water seeping underneath the front concrete is causing further damage to this area, making it more treacherous and unsightly. I hope to again discuss the topic of concrete replacement with the city as we enter into budget season.

New Key Tags: Allen Cobb designed and created replacement steel key tags for the keys we loan out to the public for study and meeting rooms. They are a significant upgrade from our previous tags.

PERSONNEL

ILA Conference 2026: I attended the annual conference which was held this year in Cedar Rapids on October 8-9, 2026. I was able to attend sessions on topics, such as fundraising, building, construction, digital collection management, and more. I benefited a great deal from this opportunity to connect with my colleagues and learn from senior professionals in our field. I will share specific knowledge acquired during the Continued Education agenda item.

PROMOTION & OUTREACH

Newspaper Publications: Andy Hallman is working on an article about FPL's Language Learning Groups.

New Library Tote Bags: Using funding from the Book Sale Fund, we have ordered reusable tote bags featuring a design by Tabi O'Neil with help from Dani Hannes. They are being sold for \$5 each.

Youth Services Monthly Report: September 2026 Sara Martindale

Regular September Programming:

- **Songs and Stories** (144 total attendance for the month; 36 average attendance) The typical age has shifted to much younger now that school has started.
- **Stroller Storytime** (45 total attendance for the month; 9 average attendance) The weather was much better this month.
- **Market Storytime** (45 total attendance for the month; 9 average attendance) Afternoon rain plagued this event- there were two of 5 weeks with attendees – thankfully both of those weeks had big crowds. MIU basketball players and tennis team members joined me on 9/24 –the kids LOVED their enthusiastic reading! They brought the same heart that they show on the courts to their storytime performances!
- **LEGO Playtime** (27 total attendance for the month; 7 average attendance).
- **Pokémon Club** (12 in attendance) Since we are closed on Labor Day, and the event is held the following week, attendance is low this month.
- **Shhh...We're Writing!** (18 attendance for the month; 5 average)
- **Kid Librarian** – September had two Kid Librarians! Simone and Fox Starling are twins and library regulars. Fox created a display of his favorite books and helped me pick up books used by patrons. He thoroughly enjoyed pushing the cart around. Simone took a tour of the library, and very carefully made a display of her favorite books!
- **Computer stats** (719 sessions)
- **Family Bike Ride** (12 in attendance) The weather was glorious! There were birthday treats instead of the regular snacks for volunteer co-leader Wayne Ades' birthday which was a few days after the ride.



Outreach:

Outreach	Attendance Per Visit
CC 3's & 4's	17
CLA 3's	38
FPS 4's	54
FPS Highschool	October
MDO 3's	21
MDO 4's	19
MSAE 4's & K	15
SIEDA Head Start	13

CC = Community Child Care CLA = Cambridge Little Achievers
 FPS = Fairfield Public School MDO = Mother's Day Out
 MSAE = Maharishi School of Enlightenment
 SIEDA = Southern Iowa Economic Development Association

Preschool outreach is in full swing! I have enjoyed seeing storytime kids who have aged up to preschool, and getting back into the routine of preschool visits. Afton is reading at Cambridge Little Achievers and I am visiting the rest of the preschools on the list. I am also going to the Highschool over the lunch period periodically throughout the year to provide a craft and recruit volunteers for my in-library programs.

FRAN (Fairfield Resilient Action Network) Neighborhood Picnic @ Heritage Park 9/10 (32 participants) Barnyard Bash 9/11 (279 participants) At both the FRAN picnic and the Chamber of Commerce Barnyard Bash I shared information about upcoming events, encouraged library card sign-ups, provided kids activities, and promoted the Dolly Parton Imagination Library. See the FRAN picnic set up pictured to the right ->



Kids Day Parade 9/19 (21 float riders/walkers – 5 mid parade hugs for me and 100's of happy waves and smiles!) The Kid Librarians from previous years were invited to help decorate a trailer and ride on the library float



in the annual Kiwanis' Kids Day parade. We had a great time walking the parade route and tossing candy! Special thanks to the Pedrick clan for lending the truck, trailer, and enthusiastic float driver!

Teacher Appreciation Event 9/23 (22 in kids' room) I helped support the Chamber 's annual Teacher Appreciation event, by hanging out in the Kids Room along with other community volunteers. This was the same day that the MIU players attended Market Storytime – I was so glad that it worked out I could do both in one afternoon!

Special Events/Projects:

Lost Books Project: I sat with Sarah Ferguson to learn the process for processing books that go into lost status. I sat with her through a couple of phone calls and got a thorough explanation of the reports used for tracking. Kaitlyn Daugherty also talked with me in depth about how renewals work, and the Koha lost book report. I plan to pick this project back up after the busy programming weeks in October.

Catalog Clean – Up Project: Afton continued to collaborate with other staff on AV and Library of Things records, clarifying and standardizing format. The search filter "Youth Services" was split into "Children's Materials" and "Teen Materials" narrowing the search parameters for patrons ease of use. Additionally " language" now displays accurately for all items in the bilingual collection, building on the progress made last month with non-English materials and Juvenile Nonfiction. In the juvenile fiction and juvenile graphic novels she continues the task of adding a series to the spine labels to make shelving series accurately easier for staff. Records have also been updated to make it easier for patrons to search for them in the catalog.

Sticker Swap 9/22 (17 in attendance) I was hoping to capitalize on the success of the Goblin Market and Pokémon Club swap style event with a Sticker Swap. The attendance was spotty - it's more fun to trade when lots of people come all at once in a group. People would stop in but they didn't stay, so as folks came and went, I traded with library stickers and talked to them about Goblin Market and Pokémon Club.

Kaitlyn Daugherty, Afton Pedrick and Tabi O'Neil worked together to create a festive display for National Hispanic American Heritage Month. You can't miss the streamers celebrating books from the youth collection by Hispanic authors. I appreciate their creativity!

Looking forward to:

Spooky season is upon us! October is chock full of events and outreach. I will be visiting the high school to do Thrift Store Ghost paintings, host a Goblin Market, Matilda Reader's Theatre, and a Halloween Party. There will also be Trunk-or-Treat at the fairgrounds and another FRAN picnic on the square. Gania Preema will be leading Storyteller Studio's on Wednesday afternoons and Toddler Connect and Play takes the place of Stroller Storytimes on Wednesday mornings. I plan to dig into the lost report in November. I'm not planning any special library events, but I will be spending time on the Winter Reading Challenge and Summer Reading Challenge.

2027 Funding Request for Library Materials Grant

Fairfield Public Library · Prepared Oct 14, 2026 by FPL Director Alecs Schmidt-Mickunas

Summary

The library requests \$62,500.00 for library materials in 2027. This covers \$24,592.69 for digital resources, including new OverDrive holds fulfillment; \$30,790.00 for monographic materials (Example: Books, CDs); and \$7,023.64 for periodicals, newspapers, and mobile hotspots with data service.

FY2025–26 actual spending

The library spent \$69,873.94 on materials in FY2025–26 (bills dated July 21, 2025 through June 15, 2026), per the QuickBooks Inventory Valuation Detail. The report covers all funding sources, not only Foundation funds. The cost remainder beyond grants from the FPL Foundation is covered by quarterly book sale revenue, gifts, and other grants as needed.

Category	FY2025–26 actual
Physical materials (books, reference, AV, games, equipment)	\$37,429.16
Digital resources and databases	\$14,816.12
Memorial Fund purchase (one-time)	\$11,500.00
EBSCO periodicals	\$3,309.65
Newspapers	\$1,791.87
Individual magazines	\$1,027.14
Total	\$69,873.94

Proposed 2027 library materials budget

The proposed budget totals \$62,406.33 across 14 lines and is rounded up to \$62,500 for the funding request to allow for price increases.

Resource	Cost Estimate 2027	History and basis
Bridges Consortium user fees	\$3,090.87	Annual cost to State Library for access to Bridges collection in Libby
OverDrive holds fulfillment	\$9,000.00	New offering in 2026 to supplement Bridges

Resource	Cost Estimate 2027	History and basis
AtoZ Databases	\$1,200.00	Offered since prior to 2020; Preceded by Data Axle; essential resource
Kanopy	\$2,676.00	Brought back in 2024; Essential video streaming resource
Mango Languages	\$1,331.27	Offered since prior to 2020; preceded by Transparent Language; Essential resource
New York Times	\$2,293.20	Offered since 2023
Comics Plus	\$1,351.35	New offering in 2026 to supplement loss of Hoopla
Wall Street Journal	\$700.00	Offered since 2023
LinkedIn Learning	\$2,500.00	Offered since prior to 2020; Essential resource
Grant Watch	\$450.00	Offered in 2025 to mitigate loss of Foundation Directory; Essential resource
Digital resources subtotal	\$24,592.69	
Monographic purchases (Example: Books, CDs.)	\$30,790.00	Maintains our historical budget for these materials
EBSCO periodicals	\$4,631.77	Collection reduced in size by 30% in 2025; Remainder holding steady
Newspapers	\$1,791.87	Essential offering
Mobile Beacon	\$600.00	Offered since 2022; High usage offering
Total	\$62,406.33	

Requested Board action

Motion: The Board of Trustees approves the 2027 library materials budget of \$62,500.00 and authorizes the Director to request a grant in that amount from the Fairfield Public Library Foundation.

2027 Mandarinino Fund Request

Summary

The library requests \$5,250.00 from the Mandarinino Funds for book purchases in 2027.

The Mandarinino Funds are held by the Fairfield Public Library Foundation and are reserved for purchasing books for the purposes set by Joe Mandarinino. This request is separate from the 2027 library materials request.

Proposed 2027 Mandarinino budget

Fund	Cost
Mandarino Award	\$3,500.00
Mandarino Core	\$1,000.00
Mandarino Worn Youth Services	\$250.00
Mandarino Worn Fiction	\$500.00
Total	\$5,250.00

Requested Board action

Motion: The Board of Trustees approves the 2027 Mandarinino book budget of \$5,250.00 and authorizes the Director to request that amount from the Mandarinino Funds held by the Fairfield Public Library Foundation.



Fairfield Public Library Board of Trustees Meeting Agenda

Monday, October 19, 2026
FPL Meeting Room - 5:15

1. Call to Order

2. Approval of Agenda *Board action required.*

3. Public Address

4. Communications

5. Consent Agenda *Board action required. Any trustee may ask to remove an item for separate discussion.*

- a. Approval of Minutes from 9-21-2026
- b. Approval of Bills for September 2026

6. Continuing Education – Report from ILA Conference 2026

7. Items to Discuss

- a. Motion to Approve Grant Request for 2027 Materials Budget
Board action required
- b. Discussion of Guidelines for Pricing Surplus Library Materials and Equipment
No action required
- c. Discussion of Change to Board of Trustees Agenda
No action required

8. Report of Director

9. Reports of Committee

- a. Report of Personnel Committee
- b. Report of Building & Grounds Committee
- c. Report of Finance Committee

10. Set Agenda for Next Meeting

11. Adjournment