**Cascade Public Library Board of Trustees Minutes**

Tuesday, May 6, 2025 (4:30pm)

Cascade Public Library Conference Room

108 2nd Avenue SW, Cascade Iowa

Present: Kane, Recker, Brindle, Balster, Gleason, Funke

1. Call to Order: Recker called the meeting to order at 4:32pm.
2. Approval of the Agenda: Balster motioned to approve the agenda; Brindle seconded. All approved.
3. Approval of the Minutes of April 1, 2025 library board meetings: Gleason moved to approve, Balster seconded. All approved.
4. Public Comment: None.
5. Budget Reports: Budget reports were reviewed. It was noted there were a couple inaccurate entries, Kane was going to speak with Samie about correcting those.
6. Bills: Bills were discussed and reviewed. Brindle moved to pay the bills; Funke seconded; all approved.
7. 2025/2026 Library Budget: The proposed budget was approved.
8. Circulation Statistics: Kane communicating with Mike Delaney about tracking WiFi usage. Kane is also going to get a report showing use of the conference room. Kane going to check into Hoopla more to get a better idea of usage.
9. Facility Updates: There is silicone on the windows that need cleaned up. Recker & Kane will speak to Garland about this, as well as the rocks in the lawn. A buzzer was installed at the desk to open the “back” door. A camera needs better access to this view. It’s encouraged for patrons to use the “Main” entrance. Not all presenters’ computers will hook up to the TV in the community room. There was discussion about putting a camera up in the silo. The silo has gouges in the wall, scuff marks on the walls, and a crack from suspected building settlement. There’s also cracks in the community room, and possibly a bubble in the floor. The donor wall has some peeling starting. Patio furniture is set to arrive in late May/1st part of June. Pots are ready for the High School’s horticulture class to plant flowers.
10. Friends of the Library update: They asked staff for a wishlist to help purchase items needed.
11. Programming/Upcoming Events/Librarians Calendar: 5/28 After School Wednesday will be a take home craft since school is out for summer at that time. Yoga is also getting scheduled for that day.
12. Summer Reading 2025 report: Letters went out asking for support. Majority of programs will be held in the new library. Partnering with Delaney’s to get free ice cream after checking out so many books. Lots of other prizes.
13. Library Lead Assistant Position Description: Post the opening within the next week or two. Position starts 7/1/25. Balster will be on the interviewing committee, Gleason will step in if needed.
14. Other: Kane vacation is still getting scheduled. Need to clean up anything left in old facility and turn it completely over to the city. It was discussed about getting a laminator. Kane will look into this more.
15. Adjournment: Balster moved to adjourn, Funke seconded. All approved.

Respectfully submitted,

Bret Funke, Cascade Public Library Board Secretary