

**Kothe Memorial Library  
Board of Trustees Agenda  
September 8th, 2026 at 5:00 pm  
meeting to be held at  
Kothe Memorial Library, Parkersburg**

***Call to Order***

***Public Comments***

***Approval of minutes of previous meeting.***

***Approve Budget Report for June/July & Review Income/Expenditures for July/August.***

***Library Director's Report***

1. Summer Programming final statistics: 34 programs, 1601 attendees with a 46% increase.
2. Direct State Aid and Open Access report have been completed.
3. Website is ready to go live. I have a few areas I am working on, but those pages are hidden from view. I need to add tags/descriptions to images, and then website should meet the ADA requirements. I will set up a work meeting with Trisha, LRT with the state complete this.
4. The annual survey is available to be completed. I will work on this, but I plan to also share how this works with Chelsea. It is due the end of October.
5. ALA Grant update: Community Conservations have been completed and the consensus is to purchase more Large Print materials. I am working with Thorndike and they have a program that you can pay for in advance, for one year and then get books shipped to you each month. They have a Western Set, Christian Set, Editors List, etc... This is a great way to use the money and spread out the new books over time. I am also working with Sandee's on the overhead signage part of the grant and the areas discussed at the conversation the group felt should have signage.
6. eRate has been filed for 27 FY and the 26 FY funds have been received, but they are not shown account 4700 yet. The money has to be spent on Technology and using this account ensures the funds are spent correctly. I will continue to monitor this.
7. Staff met and planned a majority of the programs for September – May. The information has been placed on a spreadsheet so we know who is responsible for program/flyer and how & when we plan to market it. We may still add other programs, but it was a great use of time to have this organized and to make sure we capture those yearly favorite programs/events.
8. Upcoming fall programs: Lego Club – Full; Storytime; “Park It Here, Bingo”; Outreach to Parker Place & Cornerstone Daycare; Invite to school for class visits (Sept/Oct); Homecoming Hotdog Chamber Event outside the Library on the 18<sup>th</sup> and Homecoming Carnival also on the 18<sup>th</sup> and share flyers of Special Programming.

***New Business:***

1. Education: Review of Enrich Iowa and Direct State Aid & Open Access Reports.
2. Update on roof debris.
3. AmeriCorps Youth Mental Health Opportunity to help develop our Youth Program.
4. Staffing Changes.
5. Thank You Cards: Darlene Johnson Memorial Fund.

***Adjournment  
Next Board of Trustee Meeting  
October 13<sup>th</sup>, 2026***