

**CHARITON FREE PUBLIC LIBRARY BOARD OF TRUSTEES  
AGENDA · THURSDAY MARCH 12, 2026  
LIBRARY BOARDROOM**

All meetings of the Board are open to anyone who may wish to observe the proceedings. Anyone wishing to address the Board may do so during Public Forum. Speakers should state their name and purpose and speak for no more than five minutes, unless otherwise permitted by the presiding officer. Please note that no discussion or action on items raised in Public Forum can be undertaken at this meeting, but the speaker(s) may request the item be added to the agenda for a future meeting.

- 1. Call to Order**
- 2. Adoption of the Agenda**
- 3. Public Forum**

**Chariton Public Library Board Meeting  
March 12, 2026 at 5:30pm  
Please join our meeting from your  
computer, tablet or smartphone.  
<https://meet.google.com/cth-ebfp-rrb>**

- 4. Consent Agenda:**
  - a. February 12, 2026 Minutes** (Shrader notification, Carnegie Corp. letter/check)
  - b. Correspondence -**
    - i) Norma Jean Warner Trust Notification and Response
    - ii) Thank You from Chariton Area Chamber Main Street for Dazzlefest book selection
  - c. Grants – none**

**5. January 2026 Financial Statements**

**6. March 2026 Claims**

**7. Unfinished Business**

- a. Strategic Planning
- b. Lucas County Genealogical Society Agreement (Task Force)

**8. New Business**

- a. Board Meeting Policy
- b. Programming Policy (Community Led Programs)
- c. Circulation Policy (student card registrations)
- d. Library of Things Lending Policy (replaces Bin/Kit Lending Policy)
- e. Library Director Annual Performance Evaluation

**9. Reports**

Finance & Policy Committee  
Community Relations Committee  
Building & Grounds Committee  
Library Director

**10. Board Comments & Continuing Education**

**11. Agenda Items for Next Month's (April 9, 2026) Meeting**

**Adjournment**

## Chariton Free Public Library February 12, 2026

The Chariton Free Public Library Board held its regular monthly meeting in the boardroom on February 12, 2026 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:30 p.m.

Trustees Fenton, Fredericks, Hunkele, Meyer, Muehlenthaler, Pillsbury-Allen, and Sharp were present. Director Murphy was also present.

**The Agenda** was unanimously adopted on a motion from Fenton, seconded by Hunkele.

**Trustee Oath:** Sarah Hunkele was sworn in as trustee.

**Public Forum:** None

Meyer moved and Fredericks seconded for unanimous approval of the **Consent Agenda** as amended.

### **January 1, 2026 Minutes**

**Correspondence** – Carnegie Foundation Grant Award and check \$10,000, BRIDGES Letter of Agreement

**Grants** – Lucas County Community Foundation Grant Application for 2<sup>nd</sup> stage Roof Repairs

The **December 2025 Financial Statements** were reviewed. Fenton moved the statements be accepted and placed on file, Pillsbury-Allen seconded and the motion passed unanimously.

The **February 2026 Claims** were unanimously approved on a motion from Pillsbury-Allen, seconded by Sharp.

### **Unfinished Business** –

Muehlenthaler assigned herself, Meyer and Pillsbury-Allen to the taskforce for review of the Lucas County Genealogical Society Agreement.

The FY2027 Budget request was reviewed.

### **New Business**

Discussion of Zeffy fundraising reaffirmed that the funds will remain with Friends of the Library until the Library requests those funds or the Friends determine a use for the funds. Murphy will add the Zeffy link to the Friends of the Library page on our website.

Notice of Probate of Will was received from Attorney Paul Goldsmith for the estate of Barbara Joan Shrader. (attached)

### **Reports**

**Building & Grounds:** none

**Community Relations:** none

**Finance & Policy:**

**Director's Report:** (attached)

**Board Comments & Continuing Education:** Hunkele reported she'd completed her required IPIB training.

### **Agenda Items for March:**

Board Meeting Policy, Programming Policy (Community Led Programs) and Circulation Policy (student cards)

Director Evaluation

**Adjournment:** The meeting was adjourned at 6:29 p.m. on a motion from Pillsbury-Allen, seconded by Meyer.

Kris Murphy, Library Director



THE IOWA DISTRICT COURT FOR LUCAS COUNTY

IN THE MATTER OF  
THE ESTATE OF  
BARBARA JOAN SHRADER, Deceased

CASE NO. ESPR 021647

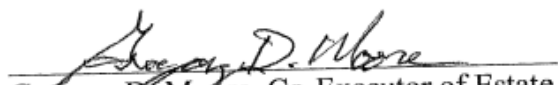
NOTICE OF PROBATE OF WILL,  
OF  
APPOINTMENT OF EXECUTORS,  
AND NOTICE TO CREDITORS


To All Persons Interested in the Estate of Barbara Joan Shrader, Deceased, who died on or about November 17, 2025:

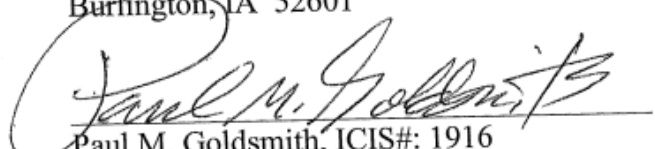
You are hereby notified that on December 11, 2025, the Last Will and Testament of Barbara Joan Shrader, deceased, bearing date of March 6, 2025, was admitted to probate in the above-named court and that Gregory D. Moore and Mark Alan Ripperger have been appointed as Co-Executors of the estate. Any action to set aside the will must be brought in the district court of said county within the later to occur of four months from the date of the second publication of this notice or one month from the date of mailing of this notice to all heirs of the decedent and devisees under the will whose identities are reasonably ascertainable, or thereafter be forever barred.

Notice is further given that all persons indebted to the estate are requested to make immediate payment to the undersigned, and creditors having claims against the estate shall file them with the clerk of the above-named district court, as provided by law, duly authenticated, for allowance, and unless so filed by the later to occur of four months from the date of the second publication of this notice or one month from the date of mailing of this notice (unless otherwise allowed or paid) a claim is thereafter forever barred.

Dated December 12, 2025.

  
Gregory D. Moore, Co-Executor of Estate  
758 NE Spring Street, Ankeny, IA 50021

  
Mark Alan Ripperger, Co-Executor of Estate  
109 South Gunnison Street  
Burlington, IA 52601

  
Paul M. Goldsmith, ICIS#: 1916  
Attorney for Executors  
Goldsmith Law Office  
923 1/2 Braden Avenue  
P.O. Box 714  
Chariton, IA 50049

Date of second publication \_\_\_\_\_ (Date to be inserted by publisher)  
Probate Code Section 304



January 16, 2026

Kris Murphy, Director  
Chariton Free Public Library  
803 Braden Avenue  
Chariton, IA 50049

Dear Chariton Free Public Library,

It gives me great pleasure to enclose this check from Carnegie Corporation of New York in celebration of the 250<sup>th</sup> anniversary of the Declaration of Independence. Andrew Carnegie wrote that libraries are “cradles of democracy” and it has been truly inspiring to hear accounts from across America of how the 1350-plus surviving Carnegie Libraries are serving their communities today.

This gift is freely given without conditions or expectations, you can spend it however you choose for the benefit of your library and community in commemoration of the 250<sup>th</sup> anniversary.

The response we have had to our renewed focus on libraries has been overwhelming and overwhelmingly positive. At a time of unprecedented strain to our social cohesion, libraries are among the few public institutions which play a genuinely unifying role. Thank you for all the good work you are doing.

With best regards,

A handwritten signature in blue ink that reads "Louise Richardson".

Dame Louise Richardson  
President, Carnegie Corporation of New York

# JANUARY 2026 OPERATING FUND FINANCIAL REPORT

## REVENUE REPORT CALENDAR 1/2026, FISCAL 7/2026 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
006-410-4300	INTEREST - LIBRARY <span style="color: red;">\$MARKET &amp; BEQUESTS</span>	4,500.00	716.83	3,198.29	71.07	1,301.71
006-410-4470	LIBRARY RURAL FEES	19,716.00	.00	20,471.00	103.83	755.00+
006-410-4471	LOCAL GRANTS	3,300.00	.00	.00	.00	3,300.00
006-410-4550	MISCELLANEOUS CHARGES	.00	.00	.00	.00	.00
006-410-4705	DONATIONS	2,000.00	645.00	1,715.79	85.79	284.21
006-410-4715	REFUND	.00	2,034.11	2,034.11	.00	2,034.11+
006-410-4765	LIBRARY FINES	3,000.00	498.76	2,176.36	72.55	823.64
006-410-4799	OTHER REVENUES	3,500.00	600.00	3,693.17	105.52	193.17+
006-950-4000	GENERAL PROPERTY TAXES	140,000.00	.00	70,000.00	50.00	70,000.00
	LIBRARY OPERATING TOTAL	176,016.00	4,494.70	103,288.72	58.68	72,727.28

## BUDGET REPORT CALENDAR 1/2026, FISCAL 7/2026 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
006-410-6010	SALARIES	144,000.00	8,926.52	73,412.69	50.98	70,587.31
006-410-6210	DUES & SUBSCRIPTIONS	1,500.00	.00	1,626.32	108.42	126.32-
006-410-6230	TRAVEL, TRAINING, & DUES	100.00	.00	.00	.00	100.00
006-410-6310	BUILDING & GROUNDS MAINTENANCE	.00	.00	3,083.02	.00	3,083.02-
006-410-6371	UTILITIES	11,000.00	1,953.84	8,684.66	78.95	2,315.34
006-410-6402	ADVERTISING & LEGAL PUBLICATIO	.00	.00	.00	.00	.00
006-410-6405	RECORDING FEES	500.00	.00	1,042.00	208.40	542.00-
006-410-6411	LEGAL EXPENSES	.00	.00	.00	.00	.00
006-410-6497	MISC EXPENSE	.00	.00	.00	.00	.00
006-410-6498	PROGRAMMING	3,000.00	71.17	1,373.19	45.77	1,626.81
006-410-6505	NEW EQUIPMENT	.00	246.08	846.87	.00	846.87-
006-410-6507	OPERATING SUPPLIES & MATERIALS	600.00	.00	130.12	21.69	469.88
006-410-6508	POSTAGE	300.00	20.56	91.88	30.63	208.12
006-410-6522	PRINTED MATERIALS	5,000.00	121.53	3,320.06	66.40	1,679.94
006-410-6523	AUDIO/VISUAL MATERIALS	1,000.00	39.84	633.57	63.36	366.43
006-410-6525	SOFTWARE & TECH SUPPORT	8,500.00	890.08	7,020.35	82.59	1,479.65
006-410-6526	JANITOR SUPPLIES	500.00	6.42	318.25	63.65	181.75
	LIBRARY OPERATING TOTAL	176,000.00	12,276.04	101,582.98	57.72	74,417.02

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	BALANCE	BALANCE	EXPENDED	UNEXPENDED
010-410-6408	LIABILITY & PROP INS LEVY TOTA	13,000.00	.00	.00	.00	13,000.00
112-410-61	EMPLOYEE BENEFITS TOTAL	33,422.00	2,188.90	17,969.10	53.76	15,452.90

# JANUARY 2026 ENDOWMENT/CAPITAL FUND REPORT

## REVENUE REPORT CALENDAR 1/2026, FISCAL 7/2026 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
167-410-4300	INTEREST - LIBRARY ENDOWMENT	.00	.00	.00	.00	.00
167-410-4471	LOCAL GRANTS	20,000.00	.00	10,000.00	50.00	10,000.00
167-410-4705	DONATIONS	.00	.00	.00	.00	.00
167-410-4707	DONATIONS/BLDG RENOVATION	20,000.00	275.00	17,170.00	85.85	2,830.00
167-410-4799	OTHER REVENUES	.00	.00	.00	.00	.00
167-910-4830	TRANSFER IN - LIBRARY ENDOW	.00	.00	6,502.34	.00	6,502.34
167-910-4832	INTERFUND LOAN PAYMENT	.00	.00	.00	.00	.00
	LIBRARY ENDOWMENT TOTAL	40,000.00	275.00	33,672.34	84.18	6,327.66

## BUDGET REPORT CALENDAR 1/2026, FISCAL 7/2026 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
167-410-6751	CONSTRUCTION PROJECTS	75,000.00	.00	44,941.51	59.92	30,058.49
167-910-6910	TRANSFER OUT - LIBRARY ENDOWME	.00	.00	.00	.00	.00
	LIBRARY ENDOWMENT TOTAL	75,000.00	.00	44,941.51	59.92	30,058.49

# JANUARY 2026 MONEY MARKET REPORT

## BANK CASH REPORT 2026

BANK NAME	DECEMBER CASH BALANCE	JANUARY RECEIPTS	JANUARY DISBURSMENTS	JANUARY CASH BALANCE	OUTSTANDING TRANSACTIONS	JAN BANK BALANCE
BANK MIDWEST HERITAGE LIB MM BK#4	156,015.30	182.20	0.00	156,197.50	0.00	156,197.50

# JANUARY 2026 TREASURER'S REPORT

## BUDGET REPORT CALENDAR 1/2026, FISCAL 7/2026 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	LIBRARY TOTAL	297,422.00	14,464.94	164,493.59	55.31	132,928.41

## TREASURER'S REPORT CALENDAR 1/2026, FISCAL 7/2026

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
006 LIBRARY OPERATING	9,622.08	4,494.70	12,276.04	.00	1,840.74
167 LIBRARY ENDOWMENT	307,900.47	275.00	.00	.00	308,175.47

# CHARITON FREE PUBLIC LIBRARY FY2026 BUDGET

JANUARY 2026

OPERATING BUDGET REVENUES & EXPENDITURES		BUDGETED	01/2026	BALANCE
<b>BEGINNING BALANCE 7/1/2025 (Cash on hand \$135.00)</b>				<b>\$135.00</b>
006-410-4300	INTEREST MONEY MARKET	\$4,500.00	\$716.83	\$3,198.29
006-410-4470	RURAL FEES (Salaries & Utilities)	\$19,716.00	\$0.00	\$20,471.00
006-410-4471	GRANTS	\$3,300.00	\$0.00	\$0.00
006-410-4550	MISCELLANEOUS	\$0.00	\$0.00	\$0.00
006-410-4705	DONATIONS	\$2,000.00	\$645.00	\$1,715.79
006-410-4715	REFUND	\$0.00	\$2,034.11	\$2,034.11
006-410-4765	LIBRARY INCOME	\$3,000.00	\$498.76	\$2,176.36
006-410-4799	OTHER STATE LIBRARY ENRICH IOWA PAYMENT	\$3,500.00	\$600.00	\$3,693.17
006-910-4830	TRANSFER INTO LIBRARY OPERATING FUND	\$0.00	\$0.00	\$0.00
006-950-4000	CITY PROPERTY TAXES (Salaries)	\$140,000.00	\$0.00	\$70,000.00
<b>TOTAL INCOME</b>		<b>\$176,016.00</b>	<b>\$4,494.70</b>	<b>\$103,288.72</b>
006-410-6010	GROSS SALARIES	\$144,000.00	(\$8,926.52)	(\$73,412.69)
006-410-6210	SUBSCRIPTIONS/LICENSES	\$1,500.00	\$0.00	(\$1,626.32)
006-410-6230	TRAVEL/TRAINING/DUES	\$100.00	\$0.00	\$0.00
006-410-6310	BUILDING & GROUNDS (budgeted \$0)	\$0.00	\$0.00	(\$3,083.02)
006-410-6371	UTILITIES	\$11,000.00	(\$1,953.84)	(\$8,684.66)
006-410-6402	ADVERTISING/PUBLICATIONS	\$0.00	\$0.00	\$0.00
006-410-6405	AUDITOR RECORDING FEES	\$500.00	\$0.00	(\$1,042.00)
006-410-6411	LEGAL EXPENSES	\$0.00	\$0.00	\$0.00
006-410-6497	MISC. EXPENSES	\$0.00	\$0.00	\$0.00
006-410-6498	PROGRAMMING	\$3,000.00	(\$71.17)	(\$1,373.19)
006-410-6505	NEW FURNITURE/EQUIP (budgeted \$0)	\$0.00	(\$246.08)	(\$846.87)
006-410-6507	OPERATING SUPPLIES	\$600.00	\$0.00	(\$130.12)
006-410-6508	POSTAGE	\$300.00	(\$20.56)	(\$91.88)
006-410-6522	PRINTED MATERIALS	\$5,000.00	(\$121.53)	(\$3,320.06)
006-410-6523	AUDIO-VISUAL MATERIALS	\$1,000.00	(\$39.84)	(\$633.57)
006-410-6525	SOFTWARE & TECH SUPPT	\$8,500.00	(\$890.08)	(\$7,020.35)
006-410-6526	JANITOR SUPPLIES	\$500.00	(\$6.42)	(\$318.25)
<b>TOTAL EXPENDITURES</b>		<b>\$176,000.00</b>	<b>(\$12,276.04)</b>	<b>(\$101,582.98)</b>
<b>(Cash on hand: Petty Cash \$60, Income Cash Drawers \$75)</b>			<b>BALANCE</b>	<b>\$1,840.74</b>
ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		BUDGETED	01/2026	BALANCE
<b>BEGINNING BALANCE 7/1/2025</b>				<b>\$319,444.64</b>
167-410-4300	INTEREST - LIBRARY ENDOWMENT INCOME	\$0.00	\$0.00	\$0.00
167-410-4471	GRANTS - LIBRARY CAPITAL PROJECTS INCOME	\$20,000.00	\$0.00	\$10,000.00
167-410-4705	DONATIONS - LIBRARY ENDOWMENT INCOME	\$0.00	\$0.00	\$0.00
167-410-4707	DONATIONS - LIBRARY CAPITAL PROJECTS INCOME	\$20,000.00	\$275.00	\$17,170.00
167-410-4799	OTHER REVENUES - CAPITAL PROJECTS INCOME	\$0.00	\$0.00	\$0.00
167-910-4830	TRANSFER IN - LIBRARY ENDOWMENT INCOME	\$0.00	\$0.00	\$6,502.34
<b>TOTAL CAPITAL INCOME</b>		<b>\$40,000.00</b>	<b>\$275.00</b>	<b>\$33,672.34</b>
167-410-6751	CAPITAL PROJECT EXPENDITURES	\$75,000.00	\$0.00	(\$44,941.51)
				<b>\$308,175.47</b>
RESTRICTED	Restricted Memorial Bequests for Collection Purchases			(\$75,390.01)
<b>CAPITAL FUND BALANCE</b>				<b>\$232,785.46</b>

**CHARITON FREE PUBLIC LIBRARY  
CHARITON, IOWA  
MARCH 2026 CLAIMS**

<b>OPERATING FUND CLAIMS</b>		<b>BUDGET LINE</b>	<b>V#</b>	<b>PAYMENT</b>
Access Systems	Copier Contract	006-410-6525	5321	\$176.08
Alliant Energy	Monthly Electric	006-410-6371	131	\$2,053.47
Amazon Capital Services	Programming	006-410-6498	5265	\$203.81
	Printed Materials	006-410-6522		\$79.81
	Custodial	006-410-6526		\$143.50
Chariton Water Department	Monthly Water	006-410-6371	80	\$24.80
City of Chariton	Paper Buy	006-410-6507	67	\$220.63
Illinois Library Association	SRP Materials	006-410-6498	5363	\$240.46
Kone	Elevator Maint	006-410-6310	160	\$439.32
Petty Cash	Postage	006-410-6508	68	\$22.13
Windstream	Monthly Phone/Int	006-410-6371	858	\$303.46
<b>TOTAL OPERATING FUND CLAIMS PAID MARCH 2026</b>				<b>\$3,907.47</b>

<b>CAPITAL PROJECT CLAIMS</b>		<b>BUDGET LINE</b>	<b>V#</b>	<b>PAYMENT</b>
Lockridge	SW Basement Room	<b>167</b> -410-6751		\$51.17
<b>TOTAL CAPITAL FUND CLAIMS PAID MONTH 2026</b>				<b>\$51.17</b>

I hereby empower the treasurer of the City of Chariton, Iowa to pay the above amounts.

\_\_\_\_\_, President of the Chariton Free Public Library Board of Trustees  
Susan Muehlenthaler

**Chariton Free Public Library  
Director Report  
March 12, 2026**

Since our water bill went down again when we turned off the first toilet in the ladies, I contacted Nick Marts, on the City’s recommendation, and asked him to replace everything inside the tank. His guy checked some other things after the repair and said it all looked good. They were supposed to get me a bill, but it hasn’t arrived yet. Cross your fingers that this takes care of the issue.

It appears that much more of our digitized newspaper content is missing than we thought. I’ve contacted Advantage again, checking to see if my current library history project, which requires repeated newspaper article checks throughout the years, is just coinciding with the tech task of content being repackaged for the site. After discussing options with the newspaper office and finding they agreed with me, I told Advantage that we’d rather see the papers lumped together by city, like this:

<b>Lucas, Iowa Newspapers</b>	(1885-1894)	28 Pages	The Lucas Review (1894-1894) 16 Pages
			The Lucas Recorder (1885-1885) 12 Pages
<b>Russell, Iowa Newspapers</b>	(1925-1967)	11,957 Pages	The Union-Tribune (1925-1967) 11,957 Pages
<b>Chariton, Iowa Newspapers</b>	(1867-2024)		Chariton Democrat-Leader (1881-1885) 641 Pages
			The Chariton Herald (1900-1900) 6 Pages
			<del>The Lucas Ledger (1884-1902) 41 Pages</del>
			Chariton Democrat (1867-1904) 6,836 Pages
			Chariton Patriot (1902-1908) 22 Pages
			The Chariton Patriot (1872-1909) 9,097 Pages
			Chariton Herald (1886-1909) 8,866 Pages
			Chariton Herald Patriot (1901-2020) 81,465 Pages
			The Chariton Leader (1947-2021) 45,674 Pages
			The Chariton Leader And Herald-Patriot (2021-2022) 801 Pages
Chariton Leader (1874-2024) 41,731 Pages			

I hope to hear back that the reason so many papers are missing is because of some tech recategorizing them or something.

I have fallen into a black hole of my own creation with the Library history documents. It’s addictive. I’ve been scanning items that didn’t get scanned when we were closed during Covid, which was the last time I worked on this project. I was able to recycle five years of recent bills, etc. as permitted by our records retention policy. Any bills pertaining to building work or other expenses that might need to be referenced later are filed by category for storage. Agendas, minutes and financial documents have their own file boxes.

We received a donation of \$941.<sup>69</sup> from the Norma Jean Warner Trust. I have deposited the check and returned the receipt confirmation form. This came as a surprise to all the smaller libraries in Iowa. We all received the same dollar amount. I deposited the funds in the Capital Fund.

On Thursday, March 5<sup>th</sup> I was gone for the day. Chris Brown contacted me to let me know that a woman with a child in the children’s section reacted to *The Big Book of Pride Flags*. She pointed the book out to Chris and asked if it was meant to be in that section. Chris told her yes, that it was the picture book section. She took the child by the hand, said “unf....ing believable” and left. Chris had no opportunity to engage her in further conversation or offer a copy of our Collection Management Policy or the Review form which is part of that policy. When we looked at the security footage images, no staff recognized her or the child.

Kris Murphy  
March 12, 2026