CHARITON FREE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY JANUARY 8, 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.

Chariton Public Library Board Meeting
January 8, 2026 at 5:30pm
Please join our meeting from your computer, tablet or smartphone.
https://meet.google.com/cth-ebfp-rrb

1. **Call to Order**
2. **Adoption of the Agenda**
3. **Public Forum**
4. **Consent Agenda:**
   a. **December 11, 2025 Minutes**
   b. **Correspondence -** none
   c. **Grants** – none
5. **November 2025 Financial Statements**
6. **January 2026 Claims**
7. **Unfinished Business**
   a. Strategic Planning
8. **New Business**
   a. Lucas County Genealogical Society Agreement (Review)
   b. FY27 Budget Request Draft
9. **Reports**
   Finance & Policy Committee
   Community Relations Committee (12/25 Zeffy Income $150)
   Building & Grounds Committee
   Library Director
10. **Board Comments & Continuing Education**
11. **Agenda Items for Next Month's (February 12, 2026) Meeting**
    Board Meeting Policy
    Programming Policy (Community Led Programs)
    Circulation Policy (student cards)

Adjournment

Chariton Free Public Library
December 11, 2025

The Chariton Free Public Library Board held its regular monthly meeting in the boardroom on December 11, 2025 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:30 p.m.

Trustees Bisgard, Blake, Meyer, Pillsbury-Allen, and Sharp were present. City Councilman Gary Shutt was present online. Director Murphy was also present.

The Agenda was unanimously adopted on a motion from Meyer, seconded by Pillsbury-Allen.

Public Forum: None

Consent Agenda: Meyer moved and Blake seconded for unanimous approval of the Consent Agenda.
November 13, 2025 Minutes
Correspondence – none
Grants – none

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

The **December 2025 Claims** were unanimously approved on a motion from Blake, seconded by Sharp.

Unfinished Business
McGee has set up the Friends of the Library ZEFFY fundraising account. Donations have already started coming in.

New Business - none

Reports

Building & Grounds: Murphy reported that she'd requested via email the next roofing project quote from Wood Roofing. She also reported on the progress with the southwest basement room. Johnny Brown has completed the paneling and trim in the room. Murphy and Ghormley will meet with him for any necessary finishing before they paint the room and move the shelving back into place. Once this work is complete the programming materials will be relocated to the room freeing up the boardroom for meetings again.

Community Relations: See above.

Finance & Policy: Meyer gave a brief summary of the 12/8/25 committee meeting and the policies currently being developed or revised for the January meeting. Possible individuals to fill McGee's vacant position on the board were discussed.

Director's Report: (attached)

Agenda Items for January:
Board Meeting Policy, Programming Policy (Community Led Programs) and Circulation Policy (student cards)
Director Evaluation
FY27 Budget Request
Genealogy Contract

Adjournment: The meeting was adjourned at 6:10 p.m. on a motion from Pillsbury-Allen, seconded by Meyer.

Kris Murphy, Library Director

NOVEMBER 2025 OPERATING FUND FINANCIAL REPORT

REVENUE REPORT CALENDAR 11/2025, FISCAL 5/2026 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
006-410-4300	INTEREST - LIBRARY $MARKET	4,500.00	175.92	2,299.48	51.10	2,200.52
006-410-4470	LIBRARY RURAL FEES	19,716.00	.00	.00	.00	19,716.00
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	119.00	870.79	43.54	1,129.21
006-410-4715	REFUND	.00	.00	.00	.00	.00
006-410-4765	LIBRARY FINES	3,000.00	147.50	1,459.10	48.64	1,540.90
006-410-4799	OTHER REVENUES	3,500.00	.00	2,684.42	76.70	815.58
006-910-4830	TRANSFER IN - LIBRARY OPERATIN	.00	.00	.00	.00	.00
006-910-4832	INTERFUND LOAN PAYMENT	.00	.00	.00	.00	.00
006-950-4000	GENERAL PROPERTY TAXES	140,000.00	.00	70,000.00	50.00	70,000.00
	LIBRARY OPERATING TOTAL	176,016.00	442.42	77,313.79	43.92	98,702.21

BUDGET REPORT CALENDAR 11/2025, FISCAL 5/2026 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
006-410-6010	SALARIES	144,000.00	9,779.87	54,593.23	37.91	89,406.77
006-410-6210	DUES & SUBSCRIPTIONS	1,500.00	.00	1,306.32	87.09	193.68
006-410-6230	TRAVEL, TRAINING, & DUES	100.00	.00	.00	.00	100.00
006-410-6310	BUILDING & GROUNDS MAINTENANCE	.00	204.00	2,363.74	.00	2,363.74-
006-410-6371	UTILITIES	11,000.00	994.12	5,723.89	52.04	5,276.11
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	18.75	1,267.02	42.23	1,732.98
006-410-6505	NEW EQUIPMENT	.00	.00	342.87	.00	342.87-
006-410-6507	OPERATING SUPPLIES & MATERIALS	600.00	.00	130.12	21.69	469.88
006-410-6508	POSTAGE	300.00	24.81	66.36	22.12	233.64
006-410-6522	PRINTED MATERIALS	5,000.00	928.32	2,828.98	56.58	2,171.02
006-410-6523	AUDIO/VISUAL MATERIALS	1,000.00	.00	534.02	53.40	465.98
006-410-6525	SOFTWARE & TECH SUPPORT	8,500.00	1,358.69	5,017.49	59.03	3,482.51
006-410-6526	JANITOR SUPPLIES	500.00	45.93	307.01	61.40	192.99
006-410-6751	CONSTRUCTION PROJECTS	.00	.00	.00	.00	.00
	LIBRARY TOTAL	176,000.00	13,354.49	75,523.05	42.91	100,476.95

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT 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	2,334.72	13,426.11	40.17	19,995.89
	TOTAL EXPENSES	46,422.00	2,334.72	13,426.11	28.92	32,995.89

NOVEMBER 2025 ENDOWMENT/CAPITAL FUND REPORT

REVENUE REPORT CALENDAR 11/2025, FISCAL 5/2026 41.6%

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	6,695.00	9,195.00	45.98	10,805.00
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	6,695.00	25,697.34	64.24	14,302.66

BUDGET REPORT CALENDAR 11/2025, FISCAL 5/2026 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
167-410-6751	CONSTRUCTION PROJECTS	75,000.00	.00	43,518.63	58.02	31,481.37
167-910-6910	TRANSFER OUT - LIBRARY ENDOWME	.00	.00	.00	.00	.00
	TRANSFERS TOTAL	.00	.00	.00	.00	.00
	LIBRARY ENDOWMENT TOTAL	75,000.00	.00	43,518.63	58.02	31,481.37

NOVEMBER 2025 MONEY MARKET REPORT

BANK CASH REPORT 2025

FUND	BANK NAME / GL NAME	OCTOBER CASH BALANCE	NOVEMBER RECEIPTS	NOVEMBER DISBURSMENTS	NOVEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	NOV BANK BALANCE
BANK	MIDWEST HERITAGE LIB MM BK#4	155,657.40	175.92	0.00	155,833.32	0.00	155,833.32
006	LIBRARY MM ACCOUNT						

NOVEMBER 2025 TREASURER'S REPORT

BUDGET REPORT CALENDAR 11/2025, FISCAL 5/2026 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	LIBRARY TOTAL	297,422.00	15,689.21	132,467.79	44.54	164,954.21

TREASURER'S REPORT CALENDAR 11/2025, FISCAL 5/2026

	ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
006	LIBRARY OPERATING	14,837.81	442.42	13,354.49	.00	1,925.74
167	LIBRARY ENDOWMENT	294,928.35	6,695.00	.00	.00	301,623.35

CHARITON FREE PUBLIC LIBRARY FY2026 BUDGET — NOVEMBER 2025

OPERATING BUDGET REVENUES & EXPENDITURES		BUDGETED	11/2025	BALANCE
BEGINNING BALANCE 7/1/2025 (Cash on hand $135.00)				**$135.00**
006-410-4300	INTEREST **MONEY MARKET**	$4,500.00	$175.92	$2,299.48
006-410-4470	RURAL FEES (Salaries & Utilities)	$19,716.00	$0.00	$0.00
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	$119.00	$870.79
006-410-4715	REFUND	$0.00	$0.00	$0.00
006-410-4765	LIBRARY INCOME	$3,000.00	$147.50	$1,459.10
006-410-4799	OTHER STATE LIBRARY ENRICH IOWA PAYMENT	$3,500.00	$0.00	$2,684.42
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
	TOTAL INCOME	**$176,016.00**	**$442.42**	**$77,313.79**
006-410-6010	GROSS SALARIES	$144,000.00	($9,779.87)	($54,593.23)
006-410-6210	SUBSCRIPTIONS/LICENSES	$1,500.00	$0.00	($1,306.32)
006-410-6230	TRAVEL/TRAINING/DUES	$100.00	$0.00	$0.00
006-410-6310	BUILDING & GROUNDS (budgeted $0)	$0.00	($204.00)	($2,363.74)
006-410-6371	UTILIITIES	$11,000.00	($994.12)	($5,723.89)
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	($18.75)	($1,267.02)
006-410-6505	NEW FURNITURE/EQUIP (budgeted $0)	$0.00	$0.00	($342.87)
006-410-6507	OPERATING SUPPLIES	$600.00	$0.00	($130.12)
006-410-6508	POSTAGE	$300.00	($24.81)	($66.36)
006-410-6522	PRINTED MATERIALS	$5,000.00	($928.32)	($2,828.98)
006-410-6523	AUDIO-VISUAL MATERIALS	$1,000.00	$0.00	($534.02)
006-410-6525	SOFTWARE & TECH SUPPT	$8,500.00	($1,358.69)	($5,017.49)
006-410-6526	JANITOR SUPPLIES	$500.00	($45.93)	($307.01)
	TOTAL EXPENDITURES	**$176,000.00**	**($13,354.49)**	**$75,523.05**
(Cash on hand: Petty Cash $60, Income Cash Drawers $75)			**BALANCE**	**$1,925.74**

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		BUDGETED	11/2025	BALANCE
BEGINNING BALANCE 7/1/2025				**$319,444.64**
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	$6,695.00	$9,195.00
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
	TOTAL CAPITAL INCOME	**$40,000.00**	**$6,695.00**	**$25,697.34**
167-410-6751	CAPITAL PROJECT EXPENDITURES WOOD ROOFING	$75,000.00	$0.00	($43,518.63)
				$301,623.35
RESTRICTED	Restricted Memorial Bequests for Collection Purchases			($75,390.01)
			CAPITAL FUND BALANCE	**$226,233.34**

CHARITON FREE PUBLIC LIBRARY
CHARITON, IOWA
JANUARY 2026 CLAIMS

OPERATING FUND CLAIMS		BUDGET LINE	V#	PAYMENT
Access Systems	Copier Contract	006-410-6525	5321	$176.08
Alliant Energy	Monthly Electric	006-410-6371	131	$1,555.46
Amazon Capital Services	Programming	006-410-6498	5265	$71.17
	AV Materials	006-410-6523		$39.84
Cash	Postage	006-410-6508	68	$20.56
	Custodial	006-410-6526		$6.42
Chariton Water Department	Monthly Water	006-410-6371	80	$110.22
Ingram	Printed Materials	006-410-6522	5599	$121.53
Mainstay Systems Inc.	Tech Contract	006-410-6525	5351	$714.00
Murphy, Kris	3D PRINTER	006-410-6505	1324	$246.08
Windstream	Monthly Phone/Int	006-410-6371	858	$288.16
TOTAL OPERATING FUND CLAIMS PAID JANUARY 2026				**$3,349.52**

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

_____, Chariton Free Public Library Board of Trustees
Raymond Meyer

The 3D Printer was purchased via Murphy's debit card.
When the Anime Club disbanded they donated club funds for this specific purchase.

CHARITON FREE PUBLIC LIBRARY FY2027 BUDGET REQUEST DRAFT

OPERATING BUDGET REVENUES & EXPENDITURES		FY2025 Actual Funds	FY2027 REQUEST
006-410-4300	INTEREST **MONEY MARKET & BEQUESTS**	$4,235.68	$4,500.00
006-410-4470	RURAL FEES (Salaries & Utilities) (County $20,471, Russell $416)	$20,167.00	$20,900.00
006-410-4471	GRANTS	$0.00	$2,000.00
006-410-4550	MISCELLANEOUS	$0.00	$0.00
006-410-4705	DONATIONS	$2,497.31	$2,500.00
006-410-4715	REFUND	$1,652.75	$0.00
006-410-4765	LIBRARY INCOME	$3,690.30	$3,700.00
006-410-4799	OTHER State Library Enrich Iowa payments, Genealogy rental payments	$3,846.86	$3,900.00
006-**910**-4830	TRANSFER INTO LIBRARY OPERATING FUND	$0.00	$0.00
006-**950**-4000	CITY PROPERTY TAXES (Salaries)	$140,000.00	$149,500.00
		$176,089.90	**$187,000.00**
006-410-6010	GROSS SALARIES	($124,274.43)	$149,500.00
006-410-6210	SUBSCRIPTIONS/LICENSES ($500 Allender Interest towards BRIDGES)	($1,664.30)	$1,600.00
006-410-6230	TRAVEL/TRAINING/DUES	($20.00)	$20.00
006-410-6310	BUILDING & GROUNDS	($4,443.89)	$4,000.00
006-410-6371	UTILIITIES	($15,561.11)	$13,000.00
006-410-6402	ADVERTISING/PUBLICATIONS	$0.00	$0.00
006-410- 6405	AUDITOR RECORDING FEES	($500.00)	$1,050.00
006-410-6411	LEGAL EXPENSES	$0.00	$0.00
006-410-6497	MISC. EXPENSES	$0.00	$0.00
006-410-6498	PROGRAMMING	($2,991.09)	$3,000.00
006-410-6505	NEW FURNITURE/EQUIP	($3,049.83)	$0.00
006-410-6507	OPERATING SUPPLIES	($830.87)	$500.00
006-410-6508	POSTAGE (Capital Fundraising should be paid out of Capital Project Budget)	($301.36)	$180.00
006-410-6522	PRINTED MATERIALS	($5,995.66)	$5,000.00
006-410-6523	AUDIO-VISUAL MATERIALS	($1,055.86)	$500.00
006-410-6525	SOFTWARE & TECH SUPPT	($8,314.46)	$8,500.00
006-410-6526	JANITOR SUPPLIES	($653.67)	$500.00
		($169,656.53)	$187,350.00

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		FY2025 Actual Funds	FY2027 REQUEST
167-410-4300	INTEREST - LIBRARY ENDOWMENT	$0.00	$0.00
167-410-4471	GRANTS - LIBRARY CAPITAL PROJECTS	$17,000.00	$20,000.00
167-410-4705	DONATIONS - LIBRARY ENDOWMENT	$0.00	$0.00
167-410-4707	DONATIONS - LIBRARY CAPITAL PROJECTS	$16,665.00	$20,000.00
167-410-4799	OTHER REVENUES - CAPITAL PROJECTS	$0.00	$0.00
		$33,665.00	**$40,000.00**
167-410-6751	CAPITAL PROJECT CONSTRUCTION	**($46,129.06)**	**$40,000.00**

Chariton Free Public Library
Director Report
January 8, 2026

These statistics are for the first six months of each fiscal year. The highlighted items were those still effected by limitations imposed by Covid. In December of 2021 the meeting room was still unavailable and no programming was taking place in the Library. The Board did approve offering both again at the December 2021 meeting. I'll be glad next year when those effects drop off of the five-year comparisons.

You can see why we've stopped offering adult audiobooks. You'll also notice the way nonfiction circulation has decreased. Both categories have declined in use due to availability of online content.

One of the odd things I notice is that PG13 and R (*adult* in library-speak) movie circulations dropped and then revived. I wonder if streaming services are proving too expensive to maintain.

	FY22	FY23	FY24	FY25	FY26
Days Open	144	143	143	146	**146**
Visitor Count	11,687	13,270	17,279	12,046	**13,043**
Meeting Room Uses	3	112	74	74	**80**
Total Circulation (w/o SILO ILLs)	13,883	12,444	11,135	11,070	**12,867**
BRIDGES Active Individuals	486	609	727	707	**834**
BRIDGES Items Circulated	3,208	3,637	4,434	4,172	**4,799**
WI-FI Sessions	466	3,349	5,122	4,152	**4,065**
PC & Chromebox Uses	864	693	3,173	3,896	**3,618**
Programs	26	59	63	43	**66**
Program Attendance	3,211	252	371	389	**435**
Copy Category	**FY22**	**FY23**	**FY24**	**FY25**	**FY26**
Adult Fiction	2,398	2,553	2,507	2,477	**2,552**
Large Print	347	401	298	560	**517**
Adult Nonfiction	912	713	550	518	**503**
Adult Audiobooks	244	117	79	81	**36**
Adult Video	2,063	1,559	1,459	1,222	**2,113**
Picture Books	1,653	1,496	1,133	1,476	**1,580**
Beginner Readers	781	920	563	563	**586**
Juvenile Fiction	2,093	1,937	1,724	1,875	**1,949**
Juvenile Nonfiction	649	414	338	404	**399**
Juvenile Audiobooks	39	57	56	41	**50**
Juvenile Videos	1,598	1,609	1,597	1,245	**1,505**
Young Adult Books	912	513	616	439	**832**
YA Anime Video	115	109	150	110	**160**
Games	N/A	6	3	3	**3**
Puzzles	N/A	32	19	32	**31**
Educational Bins	39	7	35	18	**35**
MAKER Kits	N/A	1	8	7	**14**
TOTAL CIRCULATIONS	**13,843**	**12,444**	**11,135**	**11,071**	**12,865**

No onsite programming or meeting room use was allowed July - December 2021. Dawn Morgan offered off-site programs through the schools for the fall semester, basically occupying the time slot and location of a "special" and utilizing many of our program funds and materials to do so. I've only listed the in-person programs here. Dawn did many online options that were popular, but when we lost the programming position we were no longer able to provide that content.

I always worry a bit about fluctuations at reading levels too. Look at the young adult books. What happened there? Are we getting back to a better normal? Could it all depend on avid readers aging through the sections?

Even more alarming are the beginner reader fluctuations. Beginner readers are books specifically created for first, second and third graders. Their use directly correlates with classroom expectations. Kids and parents are encouraged by teachers to use the Library's collection of these items, which is why we adopted the Guided Reading leveling system that the local schools were using for our shelving of these items.

Our water bill is very high this month. The water department contacted city hall to let them know that we seemed to be using substantially more than usual. We believe it's one of the ladies' toilets and upon hearing about the usage we turned it off and marked it out of order. I'll replace the innards on it, again.

The Ginkens family donated $500 in memory of Ron Ginkens to purchase westerns.

Kris Murphy
January 8, 2026

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

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

1. **Call to Order**
2. **Adoption of the Agenda**
3. **Public Forum**
4. **Consent Agenda:**
   a. **January 8, 2026 Minutes**
   b. **Correspondence -** Goldsmith Law Office re: Barbara Joan Shrader Estate
   c. **Grants** – Report and Application to Lucas County Community Foundation – Building Projects
5. **December 2025 Financial Statements**
6. **February 2026 Claims**
7. **Unfinished Business**
   a. Strategic Planning
   b. Lucas County Genealogical Society Agreement (Task Force)
   c. FY27 Budget Request
8. **New Business**
   a. Zeffy Fundraising
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 (March 12, 2026) Meeting**
    Board Meeting Policy
    Programming Policy (Community Led Programs)
    Circulation Policy (student card registrations)
    Library of Things Lending Policy (Replaces Bin/Kit Lending Policy)

Adjournment

Chariton Free Public Library
January 8, 2025

The Chariton Free Public Library Board held its regular monthly meeting in the boardroom on January 8, 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, Pillsbury-Allen, and Sharp were present. City Councilman Cameron Storm was present online. Director Murphy was also present.

The Agenda was unanimously adopted on a motion from Pillsbury-Allen, seconded by Fenton.

Trustee Oath: Sarah Hunkele was sworn in as trustee.

Public Forum: None

Consent Agenda: Sharp moved and Fredericks seconded for unanimous approval of the Consent Agenda.
December 11, 2026 Minutes
Correspondence – none
Grants – none

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

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

Unfinished Business - none

New Business

The Lucas County Genealogical Society Agreement was submitted for review. President Muehlenthaler will create a taskforce of herself and at least one other trustee to meet with the Society to begin review and negotiations of the agreement. Sharp requested that Murphy create an inventory of the contents of the Genealogy room which are the property of the Library.

The FY2027 Budget request will be reviewed at the February Finance and Policy Committee meeting.

Reports

Building & Grounds: - none

Community Relations: Sharp and Pillsbury-Allen have spoken with Murphy and it was agreed that some of the tasks assigned to this committee are already being performed by Library staff, specifically the Community-Led Programming and social media posts. Murphy will update the Strategic Plan to reflect these changes. Fredericks reported to Murphy that KIWANIS has contacted her to express interest in offering a community-led program.

Finance & Policy: Hunkele has agreed to take a place on this committee.

Director's Report: (attached)

Agenda Items for February:
Board Meeting Policy, Programming Policy (Community Led Programs) and Circulation Policy (student cards)
Director Evaluation
FY27 Budget Request
Genealogy Contract

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

Kris Murphy, Library Director

Paul M. Goldsmith
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Chariton, IA 50049

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February 5, 2026

Re: Estate of Barbara Joan Shrader

Notice of Probate of Will, of Appointment of Executor, and Notice to Creditors

Iowa Code Section 633.304 requires that notification of probate of will, appointment of an executor, and notice to creditors for the decedent's estate be given, by ordinary mail, to the decedent's surviving spouse, heirs, and each creditor, whose identities are reasonably ascertainable, at such person's last known address. A copy of the Notice is enclosed.

Please feel free to contact the undersigned with questions.

Thank you.

Sincerely,

GOLDSMITH LAW OFFICE

Paul M. Goldsmith

Paul M. Goldsmith

PMG/jll

Enclosure

DECEMBER 2025 OPERATING FUND FINANCIAL REPORT

REVENUE REPORT CALENDAR 12/2025, FISCAL 6/2026 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
006-410-4300	INTEREST - LIBRARY $MARKET	4,500.00	181.98	2,481.46	55.14	2,018.54
006-410-4470	LIBRARY RURAL FEES	19,716.00	20,471.00	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	200.00	1,070.79	53.54	929.21
006-410-4715	REFUND	.00	.00	.00	.00	.00
006-410-4765	LIBRARY FINES	3,000.00	218.50	1,677.60	55.92	1,322.40
006-410-4799	OTHER REVENUES	3,500.00	408.75	3,093.17	88.38	406.83
006-910-4830	TRANSFER IN - LIBRARY OPERATIN	.00	.00	.00	.00	.00
006-950-4000	GENERAL PROPERTY TAXES	140,000.00	.00	70,000.00	50.00	70,000.00
	LIBRARY OPERATING TOTAL	176,016.00	21,480.23	98,794.02	56.13	77,221.98

BUDGET REPORT CALENDAR 12/2025, FISCAL 6/2026 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
006-410-6010	SALARIES	144,000.00	9,892.94	64,486.17	44.78	79,513.83
006-410-6210	DUES & SUBSCRIPTIONS	1,500.00	320.00	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	719.28	3,083.02	.00	3,083.02-
006-410-6371	UTILITIES	11,000.00	1,006.93	6,730.82	61.19	4,269.18
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	35.00	1,302.02	43.40	1,697.98
006-410-6505	NEW EQUIPMENT	.00	257.92	600.79	.00	600.79-
006-410-6507	OPERATING SUPPLIES & MATERIALS	600.00	.00	130.12	21.69	469.88
006-410-6508	POSTAGE	300.00	4.96	71.32	23.77	228.68
006-410-6522	PRINTED MATERIALS	5,000.00	369.55	3,198.53	63.97	1,801.47
006-410-6523	AUDIO/VISUAL MATERIALS	1,000.00	59.71	593.73	59.37	406.27
006-410-6525	SOFTWARE & TECH SUPPORT	8,500.00	1,112.78	6,130.27	72.12	2,369.73
006-410-6526	JANITOR SUPPLIES	500.00	4.82	311.83	62.37	188.17
	LIBRARY OPERATING TOTAL	176,000.00	13,783.89	89,306.94	50.74	86,693.06

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT 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	2,354.09	15,780.20	47.22	17,641.80

DECEMBER 2025 ENDOWMENT/CAPITAL FUND REPORT

REVENUE REPORT CALENDAR 12/2025, FISCAL 6/2026 50.0%

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	7,700.00	16,895.00	84.48	3,105.00
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	7,700.00	33,397.34	83.49	6,602.66

BUDGET REPORT CALENDAR 12/2025, FISCAL 6/2026 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
167-410-6751	CONSTRUCTION PROJECTS	75,000.00	1,422.88	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	1,422.88	44,941.51	59.92	30,058.49

DECEMBER 2025 MONEY MARKET REPORT

BANK CASH REPORT 2025

FUND	BANK NAME / GL NAME	NOVEMBER CASH BALANCE	DECEMBER RECEIPTS	DECEMBER DISBURSMENTS	DECEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	DEC BANK BALANCE
BANK	MIDWEST HERITAGE LIB MM BK#4	155,833.32	181.98	0.00	156,015.30	181.98-	155,833.32
006	LIBRARY MM ACCOUNT						

DECEMBER 2025 TREASURER'S REPORT

BUDGET REPORT CALENDAR 12/2025, FISCAL 6/2026 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	LIBRARY TOTAL	297,422.00	17,560.86	150,028.65	50.44	147,393.35

TREASURER'S REPORT CALENDAR 12/2025, FISCAL 6/2026

	ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
006	LIBRARY OPERATING	1,925.74	21,480.23	13,783.89	.00	9,622.08
167	LIBRARY ENDOWMENT	301,623.35	7,700.00	1,422.88	.00	307,900.47

CHARITON FREE PUBLIC LIBRARY FY2026 BUDGET — DECEMBER 2025

OPERATING BUDGET REVENUES & EXPENDITURES		BUDGETED	12/2025	BALANCE
BEGINNING BALANCE 7/1/2025 (Cash on hand $135.00)				**$135.00**
006-410-4300	INTEREST **MONEY MARKET**	$4,500.00	$181.98	$2,481.46
006-410-4470	RURAL FEES (Salaries & Utilities)	$19,716.00	$20,471.00	$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	$200.00	$1,070.79
006-410-4715	REFUND	$0.00	$0.00	$0.00
006-410-4765	LIBRARY INCOME	$3,000.00	$218.50	$1,677.60
006-410-4799	OTHER STATE LIBRARY ENRICH IOWA PAYMENT	$3,500.00	$408.75	$3,093.17
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
	TOTAL INCOME	**$176,016.00**	**$21,480.23**	**$98,794.02**
006-410-6010	GROSS SALARIES	$144,000.00	($9,892.94)	($64,486.17)
006-410-6210	SUBSCRIPTIONS/LICENSES	$1,500.00	($320.00)	($1,626.32)
006-410-6230	TRAVEL/TRAINING/DUES	$100.00	$0.00	$0.00
006-410-6310	BUILDING & GROUNDS (budgeted $0)	$0.00	($719.28)	($3,083.02)
006-410-6371	UTILIITIES	$11,000.00	($1,006.93)	($6,730.82)
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	($35.00)	($1,302.02)
006-410-6505	NEW FURNITURE/EQUIP (budgeted $0)	$0.00	($257.92)	($600.79)
006-410-6507	OPERATING SUPPLIES	$600.00	$0.00	($130.12)
006-410-6508	POSTAGE	$300.00	($4.96)	($71.32)
006-410-6522	PRINTED MATERIALS	$5,000.00	($369.55)	($3,198.53)
006-410-6523	AUDIO-VISUAL MATERIALS	$1,000.00	($59.71)	($593.73)
006-410-6525	SOFTWARE & TECH SUPPT	$8,500.00	($1,112.78)	($6,130.27)
006-410-6526	JANITOR SUPPLIES	$500.00	($4.82)	($311.83)
	TOTAL EXPENDITURES	**$176,000.00**	**($13,783.89)**	**($89,306.94)**
(Cash on hand: Petty Cash $60, Income Cash Drawers $75)			**BALANCE**	**$9,622.08**

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		BUDGETED	12/2025	BALANCE
BEGINNING BALANCE 7/1/2025				**$319,444.64**
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	$7,700.00	$16,895.00
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
	TOTAL CAPITAL INCOME	**$40,000.00**	**$7,700.00**	**$33,397.34**
167-410-6751	CAPITAL PROJECT EXPENDITURES Basement SW Room	$75,000.00	($1,422.88)	($44,941.51)
				$307,900.47
RESTRICTED	Restricted Memorial Bequests for Collection Purchases			($75,390.01)
			CAPITAL FUND BALANCE	**$232,510.46**

CHARITON FREE PUBLIC LIBRARY
CHARITON, IOWA
FEBRUARY 2026 CLAIMS

OPERATING FUND CLAIMS		BUDGET LINE	V#	PAYMENT
Access Systems	Copier Contract	006-410-6525	5321	$290.84
Advantage Archives	NP 7/23-6/24 archived	006-410-6210	1995	$190.00
Alliant Energy	Monthly Electric	006-410-6371	131	$1,746.42
Amazon Capital Services	Programming	006-410-6498	5265	$53.31
	Printed Materials	006-410-6522		$335.26
Cash	Postage	006-410-6508	68	$4.96
Chariton Water Department	Monthly Water	006-410-6371	80	$24.80
Ingram	Printed Materials	006-410-6522	5599	$142.14
Windstream	Monthly Phone/Int	006-410-6371	858	$295.81
TOTAL OPERATING FUND CLAIMS PAID FEBRUARY 2026				**$3,083.54**

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 FY2027 BUDGET REQUEST

OPERATING BUDGET REVENUES & EXPENDITURES		FY2025 Actual Funds	FY2026 ESTIMATES	FY2027 REQUEST
006-410-4300	INTEREST **MONEY MARKET & BEQUESTS**	$4,235.68	$4,375.00	$4,500.00
006-410-4470	RURAL FEES (Salaries & Utilities) (County $20,471, Russell $416)	$20,167.00	$20,887.00	$20,900.00
006-410-4471	GRANTS	$0.00	$0.00	$2,500.00
006-410-4550	MISCELLANEOUS	$0.00	$0.00	$0.00
006-410-4705	DONATIONS	$2,497.31	$2,500.00	$2,500.00
006-410-4715	REFUND	$1,652.75	$0.00	$0.00
006-410-4765	LIBRARY INCOME	$3,690.30	$3,000.00	$3,700.00
006-410-4799	OTHER (State Library Enrich Iowa payments, Genealogy rental payments)	$3,846.86	$3,693.00	$3,900.00
006-**910**-4830	TRANSFER INTO LIBRARY OPERATING FUND	$0.00	$0.00	$0.00
006-**950**-4000	CITY PROPERTY TAXES (Salaries)	$140,000.00	$140,000.00	$147,600.00
		$176,089.90	**$174,455.00**	**$185,600.00**
006-410-6010	GROSS SALARIES (ESTIMATED ANNUAL)	($124,274.43)	($144,000.00)	$147,600.00
006-410-6210	SUBSCRIPTIONS/LICENSES ($500 Allender Interest towards BRIDGES Audiobook Subscription)	($1,664.30)	($1,626.00)	$1,600.00
006-410-6230	TRAVEL/TRAINING/DUES	($20.00)	$0.00	$20.00
006-410-6310	BUILDING & GROUNDS	($4,443.89)	($4,000.00)	$4,000.00
006-410-6371	UTILIITIES	($15,561.11)	($14,000.00)	$13,000.00
006-410-6402	ADVERTISING/PUBLICATIONS	$0.00	$0.00	$0.00
006-410- 6405	AUDITOR RECORDING FEES	($500.00)	($1,042.00)	$1,050.00
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 (still 3 more performers to pay and summer promos/incentives to buy)	($2,991.09)	($3,000.00)	$3,000.00
006-410-6505	NEW FURNITURE/EQUIP	($3,049.83)	($847.00)	$0.00
006-410-6507	OPERATING SUPPLIES	($830.87)	($250.00)	$400.00
006-410-6508	POSTAGE (Postage for Capital Fundraising should be paid out of Capital Project Budget)	($301.36)	($150.00)	$150.00
006-410-6522	PRINTED MATERIALS	($5,995.66)	($5,000.00)	$5,000.00
006-410-6523	AUDIO-VISUAL MATERIALS	($1,055.86)	($608.00)	$500.00
006-410-6525	SOFTWARE & TECH SUPPT	($8,314.46)	($8,500.00)	$8,500.00
006-410-6526	JANITOR SUPPLIES	($653.67)	($500.00)	$500.00
		($169,656.53)	**($183,523.00)**	**$185,320.00**

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		FY2025 Actual Funds	FY2026 ESTIMATES	FY2027 REQUEST
167-410-4300	INTEREST - LIBRARY ENDOWMENT	$0.00	$0.00	$0.00
167-410-4471	GRANTS - LIBRARY CAPITAL PROJECTS	$17,000.00	$17,000.00	$18,000.00
167-410-4705	DONATIONS - LIBRARY ENDOWMENT	$0.00	$0.00	$0.00
167-410-4707	DONATIONS - LIBRARY CAPITAL PROJECTS	$16,665.00	$17,170.00	$18,000.00
167-410-4799	OTHER REVENUES - CAPITAL PROJECTS	$0.00	$0.00	$0.00
		$33,665.00	**$34,170.00**	**$36,000.00**
167-410-6751	CAPITAL PROJECT CONSTRUCTION	**($46,129.06)**	**($44,950.00)**	**$50,000.00**

Chariton Free Public Library
Director Report
February 12, 2026

Library staff met for an inservice on January 19th. We began the day with an archived webinar offered by the State Library – *Managing Tween and Teen Behaviors*. The original training was offered in September, so the content was up to date. What I most liked and thought useful in this webinar was an emphasis on why people in these age brackets behave as they do due to the developmental stage of their brains. We paused the webinar many times to discuss how issues with these groups occur often in our library and how we do and should address them, as well as some changes we might make in our own interactions with students that might put us on a better initial footing with them when they are in the building.

The rest of the day was spent on various topics. I reminded the staff that they all have Microsoft 365 emails to use and that although the staff gmail is still the default address for library business, that they should use their 365 email to sign up for a Workday learning account and other tasks that were specific to them rather than to the staff as a group.

On Tuesday, at their request, I gave them each a checklist. It included the email task and four more archived webinars they were to watch in the next month or so. These are all webinars familiarizing library staff with resources available to our patrons through the State Library and through our website.

Another item on the checklist was familiarizing themselves with the Library's website, which I have been updating extensively. I've spent many days going through the content and adding or updating. I gave them a printed full site map, which they could use as a checklist as they renewed their familiarity with the site. I've attached it to this report if you'd like to become more familiar with the site as well.

We had a brief discussion of the policies currently being considered by committee. One in particular completely changes the *Bin/Kit* policy to a *Library of Things* policy, matching the nomenclature used by most libraries for their mishmash of circulating items that aren't books or recordings. I've streamlined the policy to make it as easy as possible for patrons to check out those items, and they are almost all listed on the website for easy browsing/selection.

I also recently revised our Incident Report form to include a checklist of behaviors, so that completing the report will take less staff time.

There followed the heated discussions of every other aspect of our jobs in the effort to come to a consensus on how to do each and every thing, as always occurs on these days. It's the best time to address so many things since we're never all in the building at the same time for impromptu meetings.

Another thing I've been working on is newspaper archive issues. A researcher contacted me about a missing obituary. I checked the site and found one, but not the one she wanted. She said in her second email that when she clicked on the newspaper title in the list it showed no pages. I checked and got the same thing. I even visited the newspaper office to confirm the page existed. (They have many bound volumes they offered us, to which I had to say no, despite the lovely quality compared to the filmed/digitized images.) So, I contacted Advantage Archives to find out what was going on.

It appears that much of our content is not showing up, including 2022 papers just added, as discovered by Melody Wilson. And I found that they hadn't done anything to correct issues I'd found in November, where clicking on a page would bring up an entirely different Chariton newspaper page. As I'm cleaning out the boardroom I've also been weeding and organizing our stored documents according to our record retention policy. I skimmed the scrapbooks that used to be kept of every newspaper article, stumbled on something of interest and found several 1980s newspapers missing as well. I've been promised, after all my complaining that cleanup and a file list will be on the way to me as soon as possible. We shall see.

I've also starting prepping some of our history materials for our upcoming 125th in 2029 as a result of trying to relocate the library history materials. We'll have no difficulty finding the originals and many have already been scanned as well. I'll soon have as complete a history of Friends and the Foundation as possible on the website.

Kris Murphy
February 12, 2026

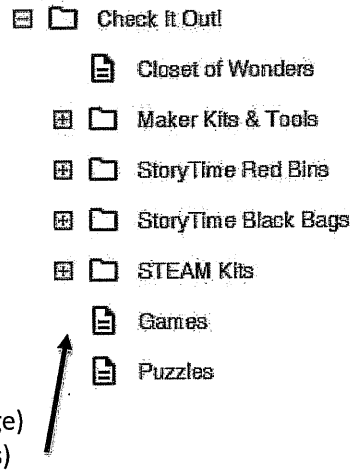
Chariton Public Library Full Sitemap (1/2026)

Chariton Public Library (Homepage)

About
Library Board
Board Minutes
Library Policies
Annual Report
Library Staff
Memorials to the Library

About (Tab/Page) (Mission Statement, various images)

- **Library Board** (Page lists Trustees, includes link to Agendas & Trustee Application)
- **Board Minutes** (Page with current minutes & links to historical minutes)
  - July 2019 to Present
  - January 1971-June 2019 (Link to list of minutes)
  - January 1920-December 1970 (Link to list of minutes)
  - 1879 to December 1919 (Link to list of minutes)
  - Library Board Meetings
- **Library Policies** (Page lists policy subheadings, click to get policy lists)
  - Administration and Personnel Policies
  - Services
  - Patron Rights & Safety
- **Annual Report** (List of previous Annual Reports)
- **Library Staff** (List of staff)
- **Memorials to the Library** (List of Memorial Lists)



Online Resources (Tab/Page) (MOMETRIX, etc.)

- eGovt Resources (page contents from State Lib)

Services
Ask a Librarian
Genealogy Collection
Interlibrary Loan
Reading suggestions
Use a computer
Programs
Virtual Programming

Services (Tab/Page) (Lists FAX, Proctoring, etc.)

- **Ask a Librarian** (Page/Form to Kris' email)
  - FAQs (Page linked from Ask & Homepage)
  - Collection Request (Form linked from Homepage)
  - Check It Out! (Page - access to Library Of Things)
- **Genealogy Collection** (Page maintained by LCGS)
- **Interlibrary Loan** (Page suggests use of ILL and BRIDGES)
- **Reading suggestions** (Page – What to read next - lists various suggestion sites)
- **Use a computer** (Page lists our machines and wi-fi)
  - Splashpage (only exists to count uses of Chromeboxes, their homepage)
- **Programs** (Page under construction, perhaps not necessary)
- **Virtual Programming** (Page – Archived Dawn Morgan content)

Search (Page – Destiny Catalog Search)

eBook & Audio (Tab/Page - BRIDGES)

Contact
Donate to the Library
Friends of the Chariton Public Library
Library Foundation

Contact (Tab/Page) (Contact information & Link to Donate)

- **Donate to the Library** (Page)
  - Donate to the Collection (Form to Kris' email)
  - Donate a MEMORIAL (Form to Kris' email)
  - Donate in HONOR of a person, group or event (Form to Kris' email)
  - Donate to the Library's Capital Projects Fund (Form to Kris' email)
  - Thank you for your support (Page of acknowledgement)
- **Friends of the Chariton Public Library** (Page under construction)
- **Library Foundation** (Page under construction)

Events (Page – Who-Fi public calendar)

SUMMER LIBRARY PROGRAM REGISTRATION (Form to Kris' email)

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.

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

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

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 $MARKET & BEQUESTS	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

FUND	BANK GL	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
BEGINNING BALANCE 7/1/2025 (Cash on hand $135.00)				**$135.00**
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
	TOTAL INCOME	**$176,016.00**	**$4,494.70**	**$103,288.72**
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	UTILIITIES	$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)
	TOTAL EXPENDITURES	**$176,000.00**	**($12,276.04)**	**($101,582.98)**
(Cash on hand: Petty Cash $60, Income Cash Drawers $75)			**BALANCE**	**$1,840.74**

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		BUDGETED	01/2026	BALANCE
BEGINNING BALANCE 7/1/2025				**$319,444.64**
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
	TOTAL CAPITAL INCOME	**$40,000.00**	**$275.00**	**$33,672.34**
167-410-6751	CAPITAL PROJECT EXPENDITURES	$75,000.00	$0.00	($44,941.51)
				$308,175.47
RESTRICTED	Restricted Memorial Bequests for Collection Purchases			($75,390.01)
			CAPITAL FUND BALANCE	**$232,785.46**

CHARITON FREE PUBLIC LIBRARY
CHARITON, IOWA
MARCH 2026 CLAIMS

OPERATING FUND CLAIMS		BUDGET LINE	V#	PAYMENT
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
TOTAL OPERATING FUND CLAIMS PAID MARCH 2026				**$3,907.47**

CAPITAL PROJECT CLAIMS		BUDGET LINE	V#	PAYMENT
Lockridge	SW Basement Room	167-410-6751		$51.17
TOTAL CAPITAL FUND CLAIMS PAID MONTH 2026				**$51.17**

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:

Lucas, Iowa Newspapers	(1885-1894)	28 Pages	The Lucas Review (1894-1894) 16 Pages
			The Lucas Recorder (1885-1885) 12 Pages
Russell, Iowa Newspapers	(1925-1967)	11,957 Pages	The Union-Tribune (1925-1967) 11,957 Pages
Chariton, Iowa Newspapers	(1867-2024)		Chariton Democrat-Leader (1881-1885) 641 Pages
			The Chariton Herald (1900-1900) 6 Pages
			The Lucas Ledger (1884-1902) 41 Pages
			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 $941.69 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 5th 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

CHARITON FREE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY APRIL 9, 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.

Chariton Public Library Board Meeting
April 9, 2026 at 5:30pm
Please join our meeting from your computer, tablet or smartphone.
https://meet.google.com/cth-ebfp-rrb

1. **Call to Order**
2. **Adoption of the Agenda**
3. **Public Forum**
4. **Consent Agenda:**
   a. **March 12, 2026 Minutes**
   b. **Correspondence -** Thank you to Midwest Heritage Bank for Summer Program Rewards Donation
   c. **Grants –** none
5. **February 2026 Financial Statements**
6. **April 2026 Claims**
7. **Unfinished Business**
   a. Strategic Planning
   b. Lucas County Genealogical Society Agreement (Task Force)
   c. Library Director Annual Performance Evaluation Goals
8. **New Business**
   a. Consideration – Wood Roofing Proposal
   b. Consideration – Access Systems Multifunction Machine Lease for Replacement
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 (May 14, 2026) Meeting**

Adjournment

Chariton Free Public Library
March 12, 2026

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

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

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

Public Forum: None

Meyer moved and Fenton seconded for unanimous approval of the **Consent Agenda**.

February 12, 2026 Minutes
Correspondence – Norma Jean Warner Trust Notification and Response
Thank You from Chariton Area Chamber Main Street for Dazzlefest book selection
Grants – none

The **January 2026 Financial Statements** were reviewed. Blake moved the statements be accepted and placed on file, Fredericks seconded and the motion passed unanimously.

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

Unfinished Business –

The updated strategic plan document was reviewed. There was some discussion after Murphy shared Sharp's communication that the students would not be able to take on the landscaping project we'd asked them to consider. The instructor felt the hardscaping was too big of a project. Landscaping firms were discussed.

Muehlenthaler reported that she'd visited with Genealogy Society members to ask them to select from their board members who could meet with her appointed taskforce to review of the Lucas County Genealogical Society Agreement. The meeting date is yet to be set.

New Business

The *Board Meeting Policy* was unanimously approved on a motion from Meyer, seconded by Fredericks.

The *Programming Policy* revision was unanimously approved on a motion from Blake, seconded by Hunkele.

The *Circulation Policy* revision was unanimously approved on a motion from Pillsbury-Allen, seconded by Blake.

Meyer moved to adopt the *Library of Things Policy* to replace the *Bin/Kit Lending Policy*. Hunkele seconded and the motion passed unanimously.

The Director Evaluation was reviewed. Murphy will submit her goals for the current year at the April meeting.

Reports

Building & Grounds: Will speak with landscaping contractors and meet to determine a recommendation. Requested Murphy secure a new proposal from Wood Roofing for this year's roof project.

Community Relations: Fredericks continues to liaise with groups on community led programming.

Finance & Policy: Financial Report and policy recommendations.

Director's Report: (attached)

Board Comments & Continuing Education: Muehlenthaler shared an invitation from the Genealogical Society to an open house celebrating their 50th anniversary on March 28th.

Agenda Items for March: Director Evaluation goals, Wood Roofing proposal

Adjournment: The meeting was adjourned at 6:31 p.m. on a motion from Fenton, seconded by Fredericks.

Kris Murphy, Library Director

FEBRUARY 2026 OPERATING FUND FINANCIAL REPORT

REVENUE REPORT CALENDAR 2/2026, FISCAL 8/2026 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
006-410-4300	INTEREST - LIBRARY $MARKET	4,500.00	164.75	3,363.04	74.73	1,136.96
006-410-4470	LIBRARY RURAL FEES	19,716.00	416.00	20,887.00	105.94	1,171.00-
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	150.41	1,866.20	93.31	133.80
006-410-4715	REFUND	.00	.00	2,034.11	.00	2,034.11-
006-410-4765	LIBRARY FINES	3,000.00	.00	2,176.36	72.55	823.64
006-410-4799	OTHER REVENUES	3,500.00	.00	3,693.17	105.52	193.17-
006-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
006-950-4000	GENERAL PROPERTY TAXES	140,000.00	.00	70,000.00	50.00	70,000.00
	LIBRARY OPERATING TOTAL	176,016.00	731.16	104,019.88	59.10	71,996.12

BUDGET REPORT CALENDAR 2/2026, FISCAL 8/2026 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
006-410-6010	SALARIES	144,000.00	9,763.37	83,176.06	57.76	60,823.94
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	.00	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	.00	1,373.19	45.77	1,626.81
006-410-6505	NEW EQUIPMENT	.00	.00	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	.00	91.88	30.63	208.12
006-410-6522	PRINTED MATERIALS	5,000.00	.00	3,320.06	66.40	1,679.94
006-410-6523	AUDIO/VISUAL MATERIALS	1,000.00	.00	633.57	63.36	366.43
006-410-6525	SOFTWARE & TECH SUPPORT	8,500.00	.00	7,020.35	82.59	1,479.65
006-410-6526	JANITOR SUPPLIES	500.00	.00	318.25	63.65	181.75
	LIBRARY OPERATING TOTAL	176,000.00	9,763.37	111,346.35	63.26	64,653.65

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL	MTD	YTD	PERCENT	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	2,331.92	20,301.02	60.74	13,120.98
	TOTAL EXPENSES	46,422.00	2,331.92	20,301.02	43.73	26,120.98

FEBRUARY 2026 ENDOWMENT/CAPITAL FUND REPORT

REVENUE REPORT CALENDAR 2/2026, FISCAL 8/2026 66.6%

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	10,000.00	20,000.00	100.00	.00
167-410-4705	DONATIONS	.00	.00	.00	.00	.00
167-410-4707	DONATIONS/BLDG RENOVATION	20,000.00	.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	10,000.00	43,672.34	109.18	3,672.34

BUDGET REPORT CALENDAR 2/2026, FISCAL 8/2026 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD	YTD	PERCENT	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

FEBRUARY 2026 MONEY MARKET REPORT

BANK CASH REPORT 2026

FUND	BANK GL	NAME	JANUARY CASH BALANCE	FEBRUARY RECEIPTS	FEBRUARY DISBURSMENTS	FEBRUARY CASH BALANCE	OUTSTANDING TRANSACTIONS	FEB BANK BALANCE
BANK	MIDWEST HERITAGE LIB MM BK#4		156,197.50	164.75	0.00	156,362.25	0.00	156,362.25
006	LIBRARY MM ACCOUNT							

FEBRUARY 2026 TREASURER'S REPORT

BUDGET REPORT CALENDAR 2/2026, FISCAL 8/2026 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	LIBRARY TOTAL	297,422.00	12,095.29	176,588.88	59.37	120,833.12

TREASURER'S REPORT CALENDAR 2/2026, FISCAL 8/2026

ACCOUNT TITLE		LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
006	LIBRARY OPERATING	1,840.74	731.16	9,763.37	.00	7,191.47-
167	LIBRARY ENDOWMENT	308,175.47	10,000.00	.00	.00	318,175.47

CHARITON FREE PUBLIC LIBRARY FY2026 BUDGET — FEBRUARY 2026

OPERATING BUDGET REVENUES & EXPENDITURES		BUDGETED	02/2026	BALANCE
BEGINNING BALANCE 7/1/2025 (Cash on hand $135.00)				**$135.00**
006-410-4300	INTEREST **MONEY MARKET**	$4,500.00	$164.75	$3,363.04
006-410-4470	RURAL FEES (Salaries & Utilities)	$19,716.00	$416.00	$20,887.00
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	$150.41	$1,866.20
006-410-4715	REFUND	$0.00	$0.00	$2,034.11
006-410-4765	LIBRARY INCOME	$3,000.00	$0.00	$2,176.36
006-410-4799	OTHER STATE LIBRARY ENRICH IOWA PAYMENT	$3,500.00	$0.00	$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
	TOTAL INCOME	**$176,016.00**	**$731.16**	**$104,019.88**
006-410-6010	GROSS SALARIES	$144,000.00	($9,763.37)	($83,176.06)
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	UTILIITIES	$11,000.00	$0.00	($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	$0.00	($1,373.19)
006-410-6505	NEW FURNITURE/EQUIP (budgeted $0)	$0.00	$0.00	($846.87)
006-410-6507	OPERATING SUPPLIES	$600.00	$0.00	($130.12)
006-410-6508	POSTAGE	$300.00	$0.00	($91.88)
006-410-6522	PRINTED MATERIALS	$5,000.00	$0.00	($3,320.06)
006-410-6523	AUDIO-VISUAL MATERIALS	$1,000.00	$0.00	($633.57)
006-410-6525	SOFTWARE & TECH SUPPT	$8,500.00	$0.00	($7,020.35)
006-410-6526	JANITOR SUPPLIES	$500.00	$0.00	($318.25)
	TOTAL EXPENDITURES	**$176,000.00**	**($9,763.37)**	**($111,346.35)**
(Cash on hand: Petty Cash $60, Income Cash Drawers $75)			**BALANCE**	**($7,191.47)**

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		BUDGETED	02/2026	BALANCE
BEGINNING BALANCE 7/1/2025				**$319,444.64**
167-410-4300	INTEREST - LIBRARY ENDOWMENT INCOME	$0.00	$0.00	$0.00
167-410-4471	GRANTS - LIBRARY CAPITAL PROJECTS INCOME (Carnegie)	$20,000.00	$10,000.00	$20,000.00
167-410-4705	DONATIONS - LIBRARY ENDOWMENT INCOME	$0.00	$0.00	$0.00
167-410-4707	DONATIONS - LIBRARY CAPITAL PROJECTS INCOME	$20,000.00	$0.00	$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
	TOTAL CAPITAL INCOME	**$40,000.00**	**$10,000.00**	**$43,672.34**
167-410-6751	CAPITAL PROJECT EXPENDITURES	$75,000.00	$0.00	($44,941.51)
				$318,175.47
RESTRICTED	Restricted Memorial Bequests for Collection Purchases			($75,390.01)
			CAPITAL FUND BALANCE	**$242,785.46**

CHARITON FREE PUBLIC LIBRARY
CHARITON, IOWA
APRIL 2026 CLAIMS

OPERATING FUND CLAIMS		BUDGET LINE	V#	PAYMENT
Access Systems	Copier Contract	006-410-6525	5321	$205.16
Alliant Energy	Monthly Electric	006-410-6371	131	$1,368.06
Amazon Capital Services	Programming	006-410-6498	5265	$59.98
	Operating Supplies	006-410-6507		$7.99
	Printed Materials	006-410-6522		$162.08
	Custodial	006-410-6526		$103.92
Chariton Water Department	Monthly Water	006-410-6371	80	$49.85
DEMCO	Book Jackets, Dateslips	006-410-6507	93	$134.54
Elite Pest Control	Quarterly	006-410-6310	1079	$110.00
Ingram	Printed Materials	006-410-6522	5599	$583.67
Mainstay Systems Inc.	Tech Contract	006-410-6525	5351	$714.00
Midwest Heritage Insurance	Cyber Insurance	010-410-6408	161	$599.76
Petty Cash	Postage	006-410-6508	68	$22.76
Read, Tim	Summer Program	006-410-6498		$550.00
Strutz, Caleb	Summer Program	006-410-6498		$450.00
Toby KID Klauenberg	Summer Program	006-410-6498		$415.00
Windstream	Monthly Phone/Int	006-410-6371	858	$295.81
TOTAL OPERATING FUND CLAIMS PAID APRIL 2026				**$5,832.58**

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
April 9, 2026

3RD QUARTER STATISTICS (July-March)	FY22	FY23	FY24	FY25	FY26
Days Open	218	216	213	219	**221**
Visitor Count	18,383	19,056	25,232	17,144	**18,899**
Meeting Room Uses	15	156	132	101	**108**
Total Circulation (w/o SILO ILLs)	19,726	18,936	16,953	16,692	**18,644**
BRIDGES Active Individuals	776	956	1,125	1,088	**1,269**
BRIDGES Items Circulated	5,094	5,456	7,012	6,318	**7,459**
WI-FI Sessions	1,323	5,457	7,278	6,513	**6,471**
PC & Chromebox Uses	864	2,163	4,809	5,742	**5,237**
Programs	61	49	46	52	**113**
Program Attendance	4,288	351	406	541	**559**

CIRCULATION BY CATEGORY	FY22	FY23	FY24	FY25	FY26
Adult Fiction	3,618	4,072	2,740	3,631	**3,684**
Large Print	508	646	520	843	**723**
Adult Nonfiction	1,373	1,158	867	889	**771**
Adult Audiobooks	298	168	147	110	**39**
Adult Video	2,857	2,378	2,482	1,851	**2,858**
Picture Books	2,488	2,268	1,745	2,213	**2,396**
Beginner Readers	1,216	1,357	909	839	**937**
Juvenile Fiction	2,757	2,876	2,563	2,910	**2,814**
Juvenile Nonfiction	838	629	520	539	**627**
Juvenile Audiobooks	59	74	80	59	**82**
Juvenile Videos	2,334	2,362	2,188	1,919	**2,125**
Young Adult Books	1,142	716	872	632	**1,214**
YA Anime Video	149	159	204	172	**235**
Games	N/A	7	3	4	**8**
Puzzles	N/A	41	26	48	**63**
Educational Bins	76	3	37	22	**40**
MAKER Kits	N/A	2	9	12	**26**
TOTAL CIRCULATIONS	**19,713**	**18,916**	**15,912**	**16,693**	**18,642**

No onsite programming was offered July - December 2021 (Board). So Dawn Morgan offered off-site programs through the schools for the fall semester, basically occupying the time slot and location of a special that couldn't be offered, and she utilized many of our program funds and materials to do so. **I've only listed the inperson programs here. Dawn did many online options, but when we lost the programming position we were no longer able to provide that content.**

Why does our February financial report look so weird? One of the office staff at City Hall had a baby and those covering her work didn't realize our claims had not been paid. So, instead of paying the February bills in February, they were paid at the beginning of March.

I enjoyed several days off in March. My sister visited for our birthday. Several of the Library staff had various versions of the dreaded lurgy in March, and many shifts were missed. All in all, the month wasn't a kind one.

We offered several Spring Break programs for kids, but attendance was very poor.

Riley has been in for the seasonal HVAC check and maintenance.

I finally reordered many of the items that Ingram has failed to send us. And they all arrived promptly. I shall return to the monthly ordering schedule, but I'm also using Amazon a lot more than previously for purchasing books. B&T is greatly missed, especially their Booking Ahead publication that made keeping up with our authors such a smooth process.

Kris Murphy
April 9, 2026

CHARITON FREE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY May 14, 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.

Chariton Public Library Board Meeting
May 14, 2026 at 5:30pm
Please join our meeting from your computer, tablet or smartphone.
https://meet.google.com/cth-ebfp-rrb

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

4. **Consent Agenda:**
   a. **April 9, 2026 Minutes**
   b. **Correspondence -**
      Thank You from Midwest Heritage for use of Meeting Room – Fraud Forum
      Letter from patron
      Bisgard Letter of Resignation from Board, effective 6/30/26
      Enrich Iowa Agreement submitted 5/11/2026
   c. **Grants –** SCICF Lucas County Community Foundation $10,000 for Roof Project

5. **March 2026 Financial Statements**

6. **May 2026 Claims**

7. **Unfinished Business**
   a. Strategic Planning
   b. Lucas County Genealogical Society Agreement (Task Force)

8. **New Business**
   a. Consideration – Access Systems Multifunction Machine Lease to replace current copier
   b. Consideration – Mainstay Systems Tech Support Contract Renewal

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 (June 11, 2026) Meeting**
    Election Vice President

Adjournment

Chariton Free Public Library
April 9, 2026

The Chariton Free Public Library Board held its regular monthly meeting in the boardroom on April 9, 2026 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:30 p.m.

Trustees Bisgard, Blake, 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 Meyer, seconded by Hunkele.

Public Forum: None

Fenton moved and Bisgard seconded for unanimous approval of the **Consent Agenda**.

March 12, 2026 Minutes
Correspondence – Thank You to Midwest Heritage Bank for donation of Summer Program rewards
Grants – none

The **February 2026 Financial Statements** were reviewed. Blake moved the statements be accepted and placed on file, Fredericks seconded and the motion passed unanimously.

The **April 2026 Claims** were unanimously approved on a motion from Meyer, seconded by Blake.

Unfinished Business –

Muehlenthaler and Meyer met with officers of the Genealogical Society to review the Genealogy Agreement. A draft of changes to the agreement for July 2027 will be provided at next month's meeting.

Muehlenthaler met with Murphy who submitted a response to the Director Evaluation and her goals for 2026. Meyer moved to accept the goals presented. Bisgard seconded and the motion passed unanimously.

New Business

Blake moved to approve the Wood Roofing proposal for this year's roof project. Pillsbury-Allen seconded and the motion passed unanimously.

A new lease for a replacement multifunction machine was tabled until the May meeting. We are waiting on an updated lease document from Access Systems.

Reports

Building & Grounds: Blake reported on several meetings he'd had about the landscaping project and provided examples of fencing. After meeting with the City regarding a sign and the flagpole, the Board determined not to erect a sign and not to reinstate the flagpole at this time. Blake also mentioned that any installation of the lamppost charging stations would require a permit from the City. Blake met with Isaac Hirschy about the tentative landscaping plan and will ask Hirschy to present a comprehensive proposal for all aspects of the landscaping project, including subcontracting options, which can be used to determine feasibility and expense.

Community Relations: Did not meet.

Finance & Policy: Reviewed the Financial Report. Discussed potential funding options for the landscaping project.

Director's Report: (attached)

Board Comments & Continuing Education: none

Agenda Items for March: Access Systems Lease Proposal, Genealogy Society Agreement

Adjournment: The meeting was adjourned at 6:48 p.m. on a motion from Meyer, seconded by Fredericks.

Kris Murphy, Library Director

CONTRACT EXTENSION

This Contract Extension is made as of **July, 1 2026**, by and between **Mainstay Systems** and **Chariton Library**

Mainstay Systems and **Chariton Library** previously entered into an agreement dated **July 1, 2025** (the "Agreement"), which is set to expire on **June 30, 2026**

The parties agree to extend the term of the Agreement for an additional one-year period, beginning **July 1, 2026** and ending **June 30, 2027**.

All other terms and conditions of the Agreement remain unchanged and continue in full effect.

This extension is governed by the laws of the State of Iowa.

Agreed and accepted:

Mainstay Systems

Name: **Cade Curtis**

Title: **President**

Date: **April 29 2026**

Signature: Cade F. Curtis Digitally signed by Cade F. Curtis Date: 2026.04.29 16:33:01 -05'00'

Chariton Library

Name: **Kris Murphy**

Title: **Director**

Date: **April 29, 2026**

Signature:

Monthly Maintenance Fee $166
Monthly Cloud Backup $72.00
Annual Contract Total: $2,142.00

MAINTENANCE COVERAGE

MSI agrees to provide on-site maintenance coverage to the Client during the Contract Period. This Agreement shall cover the following two remedial maintenance service levels: Level 1 (24 hours per day, 7 days per week) and Level 2 (9 hours per day, 5 days per week, excluding legal holidays and weekends as recognized by the State of Iowa). The coverage level for each system is as listed in Exhibit "A". Maintenance coverage includes travel, labor, materials and remedial maintenance required to return Client's equipment to good operating condition. MSI agrees to use expeditious methods of restoring Client's equipment to its operating condition, which may include part or whole component replacement. MSI agrees to provide replacement parts for the Contract Period. Maintenance parts will be furnished on an exchange basis, and the exchanged parts will become the property of MSI. All replacement or exchanged parts will be new or refurbished of equal quality, and they become the property of Client. Maintenance parts may or may not be manufactured by the original equipment manufacturer; may be altered by MSI to enhance maintainability; and may be new or reconditioned to perform as new by the original equipment manufacturer. When necessary to remove equipment from Client's site, MSI, if possible, will provide a loaner of similar (not necessarily identical) type until Client's equipment can be repaired and returned. MSI shall provide Client with verbal reports of all maintenance activity. Damage or equipment failure, for reasons listed under non-covered maintenance, will be repaired at MSI's Time and Material rates.

RESPONSE TIME

Response time is defined as the time between receipt of Client's telephone request for remedial maintenance and that time the MSI personnel arrives on site. Response time for remedial maintenance shall not exceed four (4) hours including travel time to the site. MSI shall provide a central location and an Iowa telephone number for maintenance calls being reported and dispatched.

MARCH 2026 OPERATING FUND FINANCIAL REPORT

REVENUE REPORT CALENDAR 3/2026, FISCAL 9/2026 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
006-410-4300	INTEREST - LIBRARY $MARKET	4,500.00	182.60	3,545.64	78.79	954.36
006-410-4470	LIBRARY RURAL FEES	19,716.00	.00	20,887.00	105.94	1,171.00+
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	120.00	1,986.20	99.31	13.80
006-410-4715	REFUND	.00	.00	2,034.11	.00	2,034.11+
006-410-4765	LIBRARY FINES	3,000.00	620.39	2,796.75	93.23	203.25
006-410-4799	OTHER REVENUES	3,500.00	.00	3,693.17	105.52	193.17+
006-910-4830	TRANSFER IN - LIBRARY OPERATIN	.00	.00	.00	.00	.00
006-950-4000	GENERAL PROPERTY TAXES	140,000.00	.00	70,000.00	50.00	70,000.00
	LIBRARY OPERATING TOTAL	176,016.00	922.99	104,942.87	59.62	71,073.13

BUDGET REPORT CALENDAR 3/2026, FISCAL 9/2026 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
006-410-6010	SALARIES	144,000.00	9,606.08	92,782.14	64.43	51,217.86
006-410-6210	DUES & SUBSCRIPTIONS	1,500.00	190.00	1,816.32	121.09	316.32-
006-410-6230	TRAVEL, TRAINING, & DUES	100.00	.00	.00	.00	100.00
006-410-6310	BUILDING & GROUNDS MAINTENANCE	.00	439.32	3,522.34	.00	3,522.34-
006-410-6371	UTILITIES	11,000.00	4,448.76	13,133.42	119.39	2,133.42-
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	497.78	1,870.97	62.37	1,129.03
006-410-6505	NEW EQUIPMENT	.00	.00	846.87	.00	846.87-
006-410-6507	OPERATING SUPPLIES & MATERIALS	600.00	220.63	350.75	58.46	249.25
006-410-6508	POSTAGE	300.00	27.09	118.97	39.66	181.03
006-410-6522	PRINTED MATERIALS	5,000.00	546.21	3,866.27	77.33	1,133.73
006-410-6523	AUDIO/VISUAL MATERIALS	1,000.00	.00	633.57	63.36	366.43
006-410-6525	SOFTWARE & TECH SUPPORT	8,500.00	466.92	7,487.27	88.09	1,012.73
006-410-6526	JANITOR SUPPLIES	500.00	143.50	461.75	92.35	38.25
	LIBRARY OPERATING TOTAL	176,000.00	16,586.29	127,932.64	72.69	48,067.36
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	2,305.06	22,606.08	67.64	10,815.92
	TOTAL EXPENSES	46,422.00	2,305.06	22,606.08	48.70	23,815.92

MARCH 2026 ENDOWMENT/CAPITAL FUND REPORT

REVENUE REPORT CALENDAR 3/2026, FISCAL 9/2026 75.0%

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	20,000.00	100.00	.00
167-410-4705	DONATIONS	.00	.00	.00	.00	.00
167-410-4707	DONATIONS/BLDG RENOVATION	20,000.00	1,066.69	18,236.69	91.18	1,763.31
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	1,066.69	44,739.03	111.85	4,739.03+

BUDGET REPORT CALENDAR 3/2026, FISCAL 9/2026 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
167-410-6751	CONSTRUCTION PROJECTS	75,000.00	51.17	44,992.68	59.99	30,007.32
167-910-6910	TRANSFER OUT - LIBRARY ENDOWME	.00	.00	.00	.00	.00
	LIBRARY ENDOWMENT TOTAL	75,000.00	51.17	44,992.68	59.99	30,007.32

MARCH 2026 MONEY MARKET REPORT

BANK CASH REPORT 2026

FUND	BANK GL	NAME	FEBRUARY CASH BALANCE	MARCH RECEIPTS	MARCH DISBURSMENTS	MARCH CASH BALANCE	OUTSTANDING TRANSACTIONS	MAR BANK BALANCE
BANK		MIDWEST HERITAGE LIB MM BK#4	156,362.25	182.60	0.00	156,544.85	0.00	156,544.85
006		LIBRARY MM ACCOUNT						

MARCH 2026 TREASURER'S REPORT

BUDGET REPORT CALENDAR 3/2026, FISCAL 9/2026 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	LIBRARY TOTAL	297,422.00	18,942.52	195,531.40	65.74	101,890.60

TREASURER'S REPORT CALENDAR 3/2026, FISCAL 9/2026

	ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
006	LIBRARY OPERATING	7,191.47-	922.99	16,586.29	.00	22,854.77-
167	LIBRARY ENDOWMENT	318,175.47	1,066.69	51.17	.00	319,190.99

CHARITON FREE PUBLIC LIBRARY FY2026 BUDGET — MARCH 2026

OPERATING BUDGET REVENUES & EXPENDITURES		BUDGETED	03/2026	BALANCE
BEGINNING BALANCE 7/1/2025 (Cash on hand $135.00)				**$135.00**
006-410-4300	INTEREST **MONEY MARKET**	$4,500.00	$182.60	$3,545.64
006-410-4470	RURAL FEES (Salaries & Utilities)	$19,716.00	$0.00	$20,887.00
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	$120.00	$1,986.20
006-410-4715	REFUND	$0.00	$0.00	$2,034.11
006-410-4765	LIBRARY INCOME	$3,000.00	$620.39	$2,796.75
006-410-4799	OTHER STATE LIBRARY ENRICH IOWA PAYMENT	$3,500.00	$0.00	$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
	TOTAL INCOME	**$176,016.00**	**$922.99**	**$104,942.87**
006-410-6010	GROSS SALARIES	$144,000.00	($9,606.08)	($92,782.14)
006-410-6210	SUBSCRIPTIONS/LICENSES	$1,500.00	($190.00)	($1,816.32)
006-410-6230	TRAVEL/TRAINING/DUES	$100.00	$0.00	$0.00
006-410-6310	BUILDING & GROUNDS (budgeted $0)	$0.00	($439.32)	($3,522.34)
006-410-6371	UTILIITIES	$11,000.00	($4,448.76)	($13,133.42)
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	($497.78)	($1,870.97)
006-410-6505	NEW FURNITURE/EQUIP (budgeted $0)	$0.00	$0.00	($846.87)
006-410-6507	OPERATING SUPPLIES	$600.00	($220.63)	($350.75)
006-410-6508	POSTAGE	$300.00	($27.09)	($118.97)
006-410-6522	PRINTED MATERIALS	$5,000.00	($546.21)	($3,866.27)
006-410-6523	AUDIO-VISUAL MATERIALS	$1,000.00	$0.00	($633.57)
006-410-6525	SOFTWARE & TECH SUPPT	$8,500.00	($466.92)	($7,487.27)
006-410-6526	JANITOR SUPPLIES	$500.00	($143.50)	($461.75)
	TOTAL EXPENDITURES	**$176,000.00**	**($16,586.29)**	**($127,932.64)**
(Cash on hand: Petty Cash $60, Income Cash Drawers $75)			**BALANCE**	**($22,854.77)**

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		BUDGETED	03/2026	BALANCE
BEGINNING BALANCE 7/1/2025				**$319,444.64**
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	$20,000.00
167-410-4705	DONATIONS - LIBRARY ENDOWMENT INCOME	$0.00	$0.00	$0.00
167-410-4707	DONATIONS - LIBRARY CAPITAL PROJECTS INCOME	$20,000.00	$1,066.69	$18,236.69
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
	TOTAL CAPITAL INCOME	**$40,000.00**	**$1,066.69**	**$44,739.03**
167-410-6751	CAPITAL PROJECT EXPENDITURES (Lockridge Remainder)	$75,000.00	($51.17)	($44,992.68)
				$319,190.99
RESTRICTED	Restricted Memorial Bequests for Collection Purchases			($75,390.01)
			CAPITAL FUND BALANCE	**$243,800.98**

CHARITON FREE PUBLIC LIBRARY
CHARITON, IOWA
MAY 2026 CLAIMS

OPERATING FUND CLAIMS		**BUDGET LINE**	**V#**	**PAYMENT**
Access Systems	Copier Contract	006-410-6525	5321	$286.88
Alliant Energy	Monthly Electric	006-410-6371	131	$589.03
Amazon Capital Services	Programming	006-410-6498	5265	$340.67
	Operating Supplies	006-410-6507		$51.16
	Printed Materials	006-410-6522		$198.42
	AV Materials	006-410-6523		$108.25
Chariton Water Department	Monthly Water	006-410-6371	80	$49.85
Petty Cash	Light Bulbs	006-410-6310	68	$16.04
	Postage	006-410-6508		$5.67
Riley Heating & Cooling	Service Agreement	006-410-6310		$1,500.00
Windstream	Monthly Phone/Int	006-410-6371	858	$295.47
TOTAL OPERATING FUND CLAIMS PAID MAY 2026				**$3,441.44**

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
May 14, 2026

Throughout the past year or so we've had issues with the exterior button for the north door. After repeatedly opening the button up and jiggling the wires and trying to secure the battery pack better, I gave up and tried to call the company that installed the doors for us, Automatic Doors of Iowa. The company seemed to no longer exist, so I asked other libraries for references. One directed me to Basepoint Building Automations, and upon contacting them I discovered that it was the same company updated to include more products, hence the new name. On 5/4/26 one of their techs came to fix the issue. Since it's being caused by people using the button as a punching (or kicking) bag, he assured me that he'd secure the battery pack better in a slightly different location in the unit. Will it withstand future assaults? We'll see. We should get a bill for the work for next month's meeting.

I also contacted Johansen Plumbing & Heating, but haven't heard back. Will contact again. The toilets seem to be flushing less efficiently and the odor in the men's room seems impossible to get rid of. I'd like to have them in to snake the drains if necessary. We regularly add cleaning fluid and water to the drains. Male individuals often add their own liquid directly to the floor drain, not to mention decorating various parts of the toilet and walls with both liquids and solids. It is always a struggle to keep the room tolerable, but this is beyond even that. The water bill was also high again last month. Maybe as part of the reading garden we could install an outhouse?

We lost a lot of business in April due to an Internet outage. We have Windstream Kinetic, which went down April 10th. Windstream was contacted and repair scheduled, but nothing occurred. When contacted a second time, Windstream informed us that our repair ticket had been completed, then scheduled us for a new ticket, but not until 4/20/26. On the 16th a truck magically appeared and fixed the issue. The worker came in and told me about a downed line, but had assumed, since they'd not heard from us again, that said line hadn't been an issue, service had returned, and so made no repair. He then dutifully came back when he saw the new ticket.

The summer program is almost ready to go. You might notice all of the rewards sitting in the boardroom. Kids will no longer have a choice so much this year on the reward they can pick as we'll have ready only one type of reward available each week, although some of them are a variety of the same item. Also in the boardroom are the supplies for our big Monster Fairy Garden craft project. I will force staff to make examples of said project, which they will love doing. The flyer for the program is ready to share with the school district. Posters will go up soon. The website is set up for registration to begin June first. All checks for performers are in the office, ready for their performance dates. We will offer an extra craft program offered by one of the performers which will require registration for a limited attendance of fifteen participants, but his earlier program will provide each participant with a monster doodle book provided by Friends of the Library.

We're altering the reading/activity log, but it should be ready for printing this week or next. Beth has taken on the Farmers Market StoryTime for this year, which starts today. I will accompany her occasionally and mingle more with the crowd to promote the Library and our programs.

We had a request from one parent to participate in the Iowa Adventure Pass program, which offers various free entrance or discounts to a variety of venues. Each venue has its own stipulations. Participation in the program is through a small consortium set up just for the purpose. To participate in the program would cost us $1,700 annually, even if we chose only six venues. Based on the fact that only one parent has requested participation, and Friends of the Library are unable to fund it, we will pass for this year. If I can find a way to fund it annually we might consider it for the future. If our Library Foundation would fund it annually, that would be the best option, but no other foundation is going to consider an annual contribution, and if we can't sustain the program we shouldn't initiate it.

Kris Murphy
May 14, 2026

CHARITON FREE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY June 11, 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.

Chariton Public Library Board Meeting
June 11, 2026 at 5:30pm
Please join our meeting from your computer, tablet or smartphone.
https://meet.google.com/cth-ebfp-rrb

1. **Call to Order**
2. **Adoption of the Agenda**
3. **Public Forum**
4. **Consent Agenda:**
   a. **May 14, 2026 Minutes**
   b. **Correspondence -** none
   c. **Grants –** Report to Vredenburg Foundation FY26 Roof Repair Project - $10,000
5. **April 2026 Financial Statements**
6. **June 2026 Claims**
7. **Unfinished Business**
   a. Lucas County Genealogical Society Agreement (Task Force)
   b. Mainstay Systems Tech Support Contract Renewal
8. **New Business**
   a. Young Reading Garden – Tree Removal Quote (amount approved by Financial Committee 6-3-26)
   b. Fiscal Year 2027 Calendar
   c. Election of Officers (Vice President – vacancy)
9. **Strategic Planning**
   Finance & Policy Committee
   Community Relations Committee
   Building & Grounds Committee
10. **Director's Report**
11. **Board Comments & Continuing Education**
    Thank you to Denny Bisgard for his years of service and the amount of attention he put towards the ongoing Library Revitalization Project! We accept his resignation with regret. Next month we'll welcome Dennis Reida as our new rural county trustee.
12. **Agenda Items for Next Month's (July 9, 2026) Meeting**

Adjournment

Chariton Free Public Library
May 14, 2026

The Chariton Free Public Library Board held its regular monthly meeting in the boardroom on May 14, 2026 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:30 p.m.

Trustees Blake, Fenton, Fredericks, Meyer, Muehlenthaler and Sharp were present. Director Murphy and Councilman Storm were also present.

The Agenda was unanimously adopted on a motion from Meyer, seconded by Fredericks.

Public Forum: None

Meyer moved and Blake seconded for unanimous approval of the **Consent Agenda.**

April 9, 2026 Minutes
Correspondence -
Thank You from Midwest Heritage for use of Meeting Room – Fraud Forum
Letter from patron
Bisgard Letter of Resignation from Board, effective 6/30/26
Enrich Iowa Agreement submitted 5/11/2026
Grants – SCICF Lucas County Community Foundation $10,000 for Roof Project

The **March 2026 Financial Statements** were reviewed. Fenton moved the statements be accepted and placed on file, Sharp seconded and the motion passed unanimously.

The **May 2026 Claims** were unanimously approved on a motion from Meyer, seconded by Fenton.

Unfinished Business – Strategic Plan discussed during Committee Reports

New Business

Meyer moved to approve the Access Systems Multifunction Machine Lease to replace current copier. Blake seconded and the motion passed unanimously.

Sharp moved to table the Mainstay Systems Tech Support Contract Renewal until the June meeting. Fredericks seconded and the motion passed unanimously.

Reports

Building & Grounds: Blake has continued to solicit estimates for several aspects of the Young Reading Garden project. A quote from CR Environmental was submitted for tree removal. Committee is scheduling a time to meet with Bryce Bintner about the possibility of students completing some of the work in the southeast basement rooms.

Community Relations: Did not meet.

Finance & Policy: Reviewed the Financial Report. Approved tree removal quote.

Director's Report: (attached)

Board Comments & Continuing Education: Dennis Reida was suggested to the mayor as a new trustee.

Agenda Items for March: Mainstay Systems Contract, Genealogy Society Agreement, Tree Removal

Adjournment: The meeting was adjourned at 6:14 p.m. on a motion from Blake, seconded by Meyer.

Kris Murphy, Library Director

APRIL 2026 OPERATING FUND FINANCIAL REPORT

REVENUE REPORT CALENDAR 4/2026, FISCAL 10/2026 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
006-410-4300	INTEREST - LIBRARY $MARKET & BEQUESTS	4,500.00	720.40	4,266.04	94.80	233.96
006-410-4470	LIBRARY RURAL FEES	19,716.00	.00	20,887.00	105.94	1,171.00+
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	97.95	2,084.15	104.21	84.15+
006-410-4707	DONATIONS/BLDG RENOVATION	.00	.00	.00	.00	.00
006-410-4715	REFUND	.00	.00	2,034.11	.00	2,034.11+
006-410-4765	LIBRARY FINES	3,000.00	297.95	3,094.70	103.16	94.70+
006-410-4799	OTHER REVENUES	3,500.00	.00	3,693.17	105.52	193.17+
006-910-4830	TRANSFER IN - LIBRARY OPERATIN	.00	.00	.00	.00	.00
006-950-4000	GENERAL PROPERTY TAXES	140,000.00	70,000.00	140,000.00	100.00	.00
	LIBRARY OPERATING TOTAL	176,016.00	71,116.30	176,059.17	100.02	43.17+

BUDGET REPORT CALENDAR 4/2026, FISCAL 10/2026 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
006-410-6010	SALARIES	144,000.00	9,830.13	102,612.27	71.26	41,387.73
006-410-6210	DUES & SUBSCRIPTIONS	1,500.00	.00	1,816.32	121.09	316.32-
006-410-6230	TRAVEL, TRAINING, & DUES	100.00	.00	.00	.00	100.00
006-410-6310	BUILDING & GROUNDS MAINTENANCE	.00	110.00	3,632.34	.00	3,632.34-
006-410-6371	UTILITIES	11,000.00	1,713.72	14,847.14	134.97	3,847.14-
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	1,474.98	3,345.95	111.53	345.95-
006-410-6505	NEW EQUIPMENT	.00	.00	846.87	.00	846.87-
006-410-6507	OPERATING SUPPLIES & MATERIALS	600.00	142.53	493.28	82.21	106.72
006-410-6508	POSTAGE	300.00	22.76	141.73	47.24	158.27
006-410-6522	PRINTED MATERIALS	5,000.00	745.75	4,612.02	92.24	387.98
006-410-6523	AUDIO/VISUAL MATERIALS	1,000.00	.00	633.57	63.36	366.43
006-410-6525	SOFTWARE & TECH SUPPORT	8,500.00	919.16	8,406.43	98.90	93.57
006-410-6526	JANITOR SUPPLIES	500.00	103.92	565.67	113.13	65.67-
	LIBRARY OPERATING TOTAL	176,000.00	15,062.95	142,995.59	81.25	33,004.41

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
010-410-6408	LIABILITY & PROP INS LEVY	13,000.00	599.76	599.76	4.61	12,400.24
112-410-61	EMPLOYEE BENEFITS TOTAL	33,422.00	2,343.32	24,949.40	74.65	8,472.60
	TOTAL EXPENSES	46,422.00	2,943.08	25,549.16	55.04	20,872.84

APRIL 2026 ENDOWMENT/CAPITAL FUND REPORT

REVENUE REPORT CALENDAR 4/2026, FISCAL 10/2026 83.3%

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	10,000.00	30,000.00	150.00	10,000.00
167-410-4705	DONATIONS	.00	.00	.00	.00	.00
167-410-4707	DONATIONS/BLDG RENOVATION	20,000.00	.00	18,236.69	91.18	1,763.31-
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	10,000.00	54,739.03	136.85	14,739.03

BUDGET REPORT CALENDAR 4/2026, FISCAL 10/2026 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
167-410-6751	CONSTRUCTION PROJECTS	75,000.00	.00	44,992.68	59.99	30,007.32
167-910-6910	TRANSFER OUT - LIBRARY ENDOWME	.00	.00	.00	.00	.00
	LIBRARY ENDOWMENT TOTAL	75,000.00	.00	44,992.68	59.99	30,007.32

APRIL 2026 MONEY MARKET REPORT

BANK CASH REPORT 2026

FUND	BANK GL	NAME	MARCH CASH BALANCE	APRIL RECEIPTS	APRIL DISBURSMENTS	APRIL CASH BALANCE	OUTSTANDING TRANSACTIONS	APR BANK BALANCE
BANK	MIDWEST HERITAGE LIB MM BK#4		156,544.85	176.92	0.00	156,721.77	0.00	156,721.77
006	LIBRARY MM ACCOUNT							

APRIL 2026 TREASURER'S REPORT

BUDGET REPORT CALENDAR 4/2026, FISCAL 10/2026 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	LIBRARY TOTAL	297,422.00	18,006.03	213,537.43	71.80	83,884.57

TREASURER'S REPORT CALENDAR 4/2026, FISCAL 10/2026

ACCOUNT TITLE		LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
006	LIBRARY OPERATING	22,854.77-	71,116.30	15,062.95	.00	33,198.58
167	LIBRARY ENDOWMENT	319,190.99	10,000.00	.00	.00	329,190.99

The following are the proposed budget amendments for FY 2026.

Revenue		
Account #	Purpose	Amount
167-910-4830	Transfer In – Library Endowment	$6,502.34

We **transferred** FY25 Remainder 9/2025. City Budget amended to show ENDOWMENT revenue & GF expense associated.

CHARITON FREE PUBLIC LIBRARY FY2026 BUDGET — APRIL 2026

OPERATING BUDGET REVENUES & EXPENDITURES		BUDGETED	04/2026	BALANCE
BEGINNING BALANCE 7/1/2025 (Cash on hand $135.00)				**$135.00**
006-410-4300	INTEREST **MONEY MARKET & BEQUESTS**	$4,500.00	$720.40	$4,266.04
006-410-4470	RURAL FEES (Salaries & Utilities)	$19,716.00	$0.00	$20,887.00
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	$97.95	$2,084.15
006-410-4715	REFUND	$0.00	$0.00	$2,034.11
006-410-4765	LIBRARY INCOME	$3,000.00	$297.95	$3,094.70
006-410-4799	OTHER STATE LIBRARY ENRICH IOWA PAYMENT	$3,500.00	$0.00	$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	$70,000.00	$140,000.00
	TOTAL INCOME	**$176,016.00**	**$71,116.30**	**$176,059.17**
006-410-6010	GROSS SALARIES	$144,000.00	($9,830.13)	($102,612.27)
006-410-6210	SUBSCRIPTIONS/LICENSES	$1,500.00	$0.00	($1,816.32)
006-410-6230	TRAVEL/TRAINING/DUES	$100.00	$0.00	$0.00
006-410-6310	BUILDING & GROUNDS (budgeted $0)	$0.00	($110.00)	($3,632.34)
006-410-6371	UTILIITIES	$11,000.00	($1,713.72)	($14,847.14)
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	($1,474.98)	($3,345.95)
006-410-6505	NEW FURNITURE/EQUIP (budgeted $0)	$0.00	$0.00	($846.87)
006-410-6507	OPERATING SUPPLIES	$600.00	($142.53)	($493.28)
006-410-6508	POSTAGE	$300.00	($22.76)	($141.73)
006-410-6522	PRINTED MATERIALS	$5,000.00	($745.75)	($4,612.02)
006-410-6523	AUDIO-VISUAL MATERIALS	$1,000.00	$0.00	($633.57)
006-410-6525	SOFTWARE & TECH SUPPT	$8,500.00	($919.16)	($8,406.43)
006-410-6526	JANITOR SUPPLIES	$500.00	($103.92)	($565.67)
	TOTAL EXPENDITURES	**$176,000.00**	**($15,062.95)**	**($142,995.59)**
(Cash on hand: Petty Cash $60, Income Cash Drawers $75)			**BALANCE**	**$33,198.58**

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		BUDGETED	04/2026	BALANCE
BEGINNING BALANCE 7/1/2025				**$319,444.64**
167-410-4300	INTEREST - LIBRARY ENDOWMENT INCOME	$0.00	$0.00	$0.00
167-410-4471	GRANTS - LIBRARY CAPITAL PROJECTS INCOME LCCF GRANT	$20,000.00	$10,000.00	$30,000.00
167-410-4705	DONATIONS - LIBRARY ENDOWMENT INCOME	$0.00	$0.00	$0.00
167-410-4707	DONATIONS - LIBRARY CAPITAL PROJECTS INCOME	$20,000.00	$0.00	$18,236.69
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
	TOTAL CAPITAL INCOME	**$40,000.00**	**$10,000.00**	**$54,739.03**
167-410-6751	CAPITAL PROJECT EXPENDITURES	$75,000.00	$0.00	($44,992.68)
				$329,190.99
RESTRICTED	Restricted Memorial Bequests for Collection Purchases			($75,390.01)
			CAPITAL FUND BALANCE	**$253,800.98**

CHARITON FREE PUBLIC LIBRARY
CHARITON, IOWA
JUNE 2026 CLAIMS

OPERATING FUND CLAIMS		BUDGET LINE	V#	PAYMENT
Access Systems	Copier Contract	006-410-6525	5321	$176.08
Alliant Energy	Monthly Electric	006-410-6371	131	$464.48
Amazon Capital Services	Programming	006-410-6498	5265	$84.93
Basepoint Building Automations	Auto Door Repair	006-410-6310		$784.14
Chariton Water Department	Monthly Water	006-410-6371	80	$49.85
Kone	Elevator Maint	006-410-6310	160	$439.32
Windstream	Monthly Phone/Int	006-410-6371	858	$295.13
TOTAL OPERATING FUND CLAIMS PAID JUNE 2026				**$2,293.93**

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

Basepoint Building Automations was previously Automatic Doors of Iowa. They fixed the recurring issue we've been having with the north door button. Vendor number?

AGREEMENT BETWEEN THE CHARITON PUBLIC LIBRARY AND THE LUCAS COUNTY GENEALOGICAL SOCIETY

Revised DRAFT June 11, 2026

This agreement formally outlines the cooperative relationship between the Chariton Public Library (Library) and the Lucas County Genealogical Society (Society). Both parties recognize the value of providing local and family history reference materials and genealogical research services to the public in a public facility.

I. The general public shall have access to the Society's collection and related materials housed in the Genealogy Room during the normal operating hours of the Library under the supervision of Society members. (see Section VI. Article 3)

II. The Society's collection; both current and future holdings, shall be maintained and displayed in the Genealogy Room by Society members. The Society shall retain ownership of the collection and will be responsible for cataloging, inventory, and maintenance of said collection.

III. The Society's equipment shall be provided and operated by Society members. The Society shall retain ownership of the equipment and will be responsible for inventory and maintenance of said equipment.

IV. The Library Director shall provide Genealogy Room keys to Society members authorized by the Society as key-holders. (NOTE: Local emergency services (law/fire) also hold keys to the Genealogy Room, included in a set of Library facility keys to be used in emergencies.)

The Society cannot sublet the space allocated to them within the Library.

V. Library Responsibilities:

1. Provide Suitable Research Space to include shelving, tables and seating for the use of volunteers and researchers.
2. Pay all utilities for the operation of the Library facility and all cost of maintenance for the building.
3. Provide Internet service & allocate space on the Library Website for Genealogical Society content.
4. Provide a collection site for Genealogy mail accessible only to Library staff. No large mail items will be accepted by Library staff. Society members may request their mail at the circulation desk.
5. Retain a collection of back issues of the local newspapers within space allocated to the Society.
6. Retain a collection of local newspaper microfilm reels within space allocated to the Society and continue to fund the creation of newspaper microfilm reels and digitized newspaper collection as funding permits.

VI. Genealogical Society Responsibilities:

1. Provide an annual list of the Society's Board Officers to the Library staff, including contact information.
2. Provide the Library Board with the Society's Annual Financial Report by the Library's February board meeting.
3. Maintain a regular schedule for staffing the Genealogy room, which will be visibly posted for the public and alert Library Staff if volunteers will be absent.
4. Place in the Genealogy Room local and county public records and private manuscript materials relevant to Lucas County.
5. Maintain Society content on the space allocated to the Society on the Library's website.
6. Provide equipment the public can use to access Society resources, including the in-house collection and any online resources the Society maintains or subscribes to.

7. Society will maintain property and liability insurance on its premises, equipment and any other Society property held in the Genealogy rooms. Society will include Chariton Public Library and the City of Chariton as Additional Named Insureds.
8. Perform custodial duties in the Genealogy Room.
9. Provide an annual rental payment of $1,200 to the Library in two payments due July 1st and January 1st. Nonpayment is grounds for termination of this agreement.

VII. The term of this Agreement shall be for a period of one (1) year. Thereafter it shall renew on an annual basis for additional one (1) year periods commencing July 1 of each year, unless either party provides written notice of termination ninety (90) days prior to the expiration of the annual term. The parties may mutually agree to amend this agreement at any time in order to meet changed circumstances.

VIII. The Society shall indemnify and hold the City of Chariton, the Library and its employees and agents harmless under this Agreement for all claims, damages, costs or expenses and losses of any kind, including attorney fees and death, or damages to any person or property related in any way to the performance of this Agreement except for acts of the City of Chariton or its employees or the Library or its staff.

_____ _____

President Chariton Public Library Board Date

_____ _____

President Lucas County Genealogical Society Date

Chariton Free Public Library
Director's Report
June 11, 2026

Last month we discussed copier expense and fees. Income from copying/printing for July through April was $2,336.55. Expenditures for our leased multifunction machine for the same months were $2,213.81. Copies/prints alone are covering the cost of the lease for that machine. The lease includes ink cartridges and maintenance costs. In addition to the copy/print income we also received $167.50 in fees for faxing, which generates a single printed sheet once completed. Paper is consumed, but that income/expenditure balance is harder to track. The majority of the prints each month are our own materials, often for everyday duties and processing of incoming items as well as materials for promotions or programming. It looks like the multifunction machine is paying for itself.

Upon arriving for the day on May 22nd, I discovered that the ballast in elevator light fixture had failed. I called City Hall and City Manager Doug Anderson sent a gentleman, whose name I failed to get, over to change the ballast for us. This individual doesn't usually work on Fridays, so he came in just to do this for us. This is a task that Building & Code Enforcement Officer, Shawn Werts, used to do for us when he was still with the Streets crew. Thanks to Shawn we had ballasts in our maintenance stockpile and the job was done in no time. I sent Doug a thank you email and suggested that we might also pay their guy for a monthly filter-change visit. Accessing the ceiling filter locations is no small feat and working something out along these lines would be great for us.

American Alarms did the annual system inspection/test on June 1st. I believe a part had to be replaced for one sensor unit. Hopefully we can get the bill paid this month so it falls in the right fiscal year.

Patti Dredske's son came in with memorial donations totaling $520. We discussed what he'd like it to purchase and he chose a bench for the Young Reading Garden or some other spot on the property. He said that if we needed more funds for the purchase, he'd be happy to provide them. We now have several donations to go towards benches, including those for the Young family and funds donated in memory of Monica Gilman ($1,000) and Suzanne Piper Johnson ($370). Debra Lowe-Pasquariello also donated funds in memory of Mary Evelyn Lowe ($285) which she'd like used possibly for a bench or other feature for the Garden. With all of these funds we'll likely be able to add more than benches, possibly those Johnson Machine Works bike racks, decorative fixtures or even planters or trees. We could definitely use a bench adjacent to the back door, next to the door button, where an outlet is already located. Right now, younger patrons on their charging phones, using our Wi-Fi after closing, are sitting in the planter while using the outlet. The planter really needs to be replaced as well, and we used to have planters on the front steps that we could also finally replace.

The Summer Program begins this month and will run through the end of July. Check out the Library website to see the schedule and register if you'd like. Although it's mostly geared towards keeping kids reading and active during the summer, adults are welcome to participate. We have some very cool rewards in the display case that you can receive if you complete your reading/activity log each week! The kids and I will even welcome you if you want to build a Monster Fairy Garden with us or join us to create sweet edible plant-look-a-like treats for the finale.

Beth and I are each doing every other week at the Farmers Market, which runs through the beginning of October. Rachel has been in touch with KIWANIS and some of their members have expressed an interest in doing a Farmers Market StoryTime.

We will have a Staff In-Service on Juneteenth.

Kris Murphy
June 11, 2026