

MINUTES

IOWA COMMISSION OF LIBRARIES

Date: August 22, 2025

Location: Ola Babcock Miller Building & Online via Zoom

Time: 1:00 p.m. – 3:00 p.m.

Commission Members Present: Brandon Denner, Bob Gast, Fred Schuster, Alison Ames Galstad, Mindy Reimer, Matthew Goddard

Staff: Brenda Hall, Emily Bainter, Samantha Bouwers

1.0 Call to Order, Welcome & Introductions

B. Hall called the meeting to order at 1:02 p.m. The Commission celebrated Brenda Hall accepting the position of State Librarian.

2.0 Set Agenda

No objections to agenda. Agenda approved.

3.0 Action Items

3.1 Receive and Approve May 2025 Meeting Minutes

No objections to minutes. Minutes approved.

4.0 Commission Education

S. Bouwers, Continuing Education Consultant for the State Library, gave an overview presentation and demonstration of Mometrix eLibrary, a test preparation resource available to public and academic libraries to offer to their patrons.

5.0 Reports

- **Interim State Librarian's Report**

B. Hall presented the following items in the State Librarian's Report:

- The State Library launched delivery service for IA Shares with the Iowa AEAs on August 4, 2025. There is currently a high volume of items being sent between libraries.
- The Public Library Annual Survey is now open for library directors to complete. The survey is due Oct. 31 each year. States are coordinating to discuss the survey process to be able to continue comparing data at the national level.
- On July 1, public and academic libraries received access to the Mometrix eLibrary test preparation online resource. The resource is funded by an appropriation from the Iowa Legislature via Iowa Workforce Development.
- There is now required training for new board and commission members (appointed or elected after July 1, 2025) to comply with Iowa Code section 21.12. The Iowa Public Information Board is offering quarterly training and issuing certificates. Commission members will be encouraged to complete this training to serve as a model to Iowa public library boards.
- The Continuing Education team is looking forward to offering the annual Learning Circuit on Oct. 23 at six locations across the state. They will also offer a training on Sept. 9 on assisting patrons with legal questions. Past recent trainings included partnering with Iowa Workforce Development on the new IowaWORKS system, Community Asset Mapping for small and rural libraries, and a board training session related to strategic planning called Planning to

Impact.

- **Commission Reports**

- **M. Goddard:** Serving on a team for the university's digital accessibility project. The Parks Library is celebrating its 150th anniversary this year and will hold an event in September. The ISU museums are also celebrating their 50th anniversary this year. Courses for fall semester start next week and campus is busy.
- **A. Galstad:** The library wrapped up a busy summer; the summer reading program went beyond pandemic numbers. There are lots of people visiting the library. Coralville Public Library collaborates with the other Johnson County libraries and have created joint materials to give out at events like the county fair. The library is also offering English Language Learner classes and conversation practice which are in high demand and going well. A coordinator for the library program works with the school district and Kirkwood Community College to align with their curriculum. Johnson County recently became a certified welcoming community for new immigrants. There is a welcoming week of events this fall that the library will take part in, along with a food pantry partnership event that same week. There has been many questions and concerns in the community about the closure of the Centennial Building managed by the State Historical Society in Iowa City, especially how the collections will be handled.
- **F. Schuster:** The board recently completed the Ankeny library director evaluation which went well. He is organizing a meeting with the mayor and city attorney regarding role of library trustees and library budget. All Ankeny library trustees have also been asked to complete open meetings training. The summer reading program went well at Ankeny.
- **B. Gast:** Presented at a regional conference on the People's Law Library of Iowa and received feedback that other states are interested in exploring the concept of an online people's law library. A pilot project is currently occurring in Clinton County for a volunteer court navigator to assist the public in seeking and completing legal forms. The National Center for State Courts is giving technical assistance with the project and will be setting up a training guide and materials which should be available early next year. The eventual goal with the project is to scale it up and take it statewide, which could include an online component. He will share information with libraries when the time comes.
- **B. Denner:** No report.
- **M. Reimer:** It is extremely busy at the AEAs ramping up to start the school year and taking on deliveries from libraries. Staff are in full swing right now but anticipate it to eventually level out.

6.0 Commission Business

- **Chair & Vice Chair Elections:** **B. Hall** gave an overview of chair and vice chair responsibilities. **F. Schuster** self-nominated for chairperson. The vote passed unanimously. **A. Galstad** self-nominated for vice chairperson. The vote passed unanimously.
- **Vote on Proposed Bylaws:** One minor typo in the bylaws was updated since the meeting in May: in Section III paragraph C, the last sentence was changed to "members may attend **or** vote via teleconference" to align with the change in wording requested in section III paragraph E. **M. Reimer** made motion to accept the bylaws as written with the edit to section III paragraph C. **B. Gast** seconded. Motion carried.

7.0 Discussion

- **Standing Quarterly Commission Meetings:** **B. Hall** received input from members on a potential quarterly meeting. The option that seems to work best would be the third Wednesday from 10 a.m. to noon. For the remainder of FY26, the meeting dates would be Oct. 15, Jan. 21, and Apr. 15. There were no objections to the proposed meeting schedule. An option to discuss at the next meeting in October would be to change a future meeting date to coincide with the Iowa Library Association's Legislative Day (date TBD).
- **Open Forum:**
 - **B. Hall** shared that Dept. of Administrative Services Director Adam Steen resigned on Tuesday to pursue a gubernatorial campaign. Kraig Paulsen, current director of the Iowa Dept. of Management, will serve as interim director for DAS.

8.0 Public Comment

9.0 Adjournment

F. Schuster made a motion to adjourn. **M. Reimer** seconded. **B. Hall** adjourned the meeting at 2:37 p.m.

Submitted by: Emily Bainter, Information Specialist