

MINUTES

IOWA COMMISSION OF LIBRARIES

Date: July 15, 2026

Location: Ankeny Kirkendall Meeting Room B & Online via Zoom

Time: 10:00 a.m. – 12:00 p.m.

Commission Members Present: Fred Schuster, Alison Ames-Galstad, Bob (Robert) Gast, Matthew Goddard, Mark Campbell, Mindy Reimer (online), Brandon Denner (online), Melissa Kane (online), Teri Hubbard (online)

Staff: Brenda Hall, Samantha Bouwers

1.0 Call to Order, Welcome & Introductions

S. Schuster called the meeting to order at 10:01 a.m.

2.0 Set Agenda

No objections to agenda. **A. Galstad** made motion to approve proposed agenda. **M. Campbell** seconded. Agenda approved.

3.0 Action Items

3.1 Receive and Approve April 2026 Meeting Minutes

No objections to minutes. **R. Gast** made a motion to approve the February 2026 Minutes. **A. Galstad** seconded. Minutes approved.

4.0 Reports

- **State Librarian's Report**

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

- Hiring update: Two positions have been filled: Library Program Director (Samantha Bouwers, promoted from CE Consultant), Southeast District Consultant (Jennifer Smith), now hiring CE Consultant (position has been posted).
- Contracts: Bridges (Overdrive) renewed for 1 year (with possibilities of renewals), IA Shares Delivery (AEAs) renewed for 1 year (with possibilities of renewal), Data collection tool (LibraryOne, taking over Bibliostat functions from Baker & Taylor) for Public Library Survey and Enrich Iowa. The RFB for the IMLS five-year plan evaluation opened this week.
- Big Stats Book: FY25 data has been published. Initially, a correction to some data elements was issued and reposted to the website.
- Digital workplace transition for DAS: Google to Microsoft. Transition went smoothly; staff is adjusting to the new applications.
- Website accessibility – deadline extended by 1 year. The State Library posted a toolkit on our website for libraries and is hosting website worktimes for PLOW website. Libraries may also view a previously hosted webinar on accessibility. Continued information will come to libraries ahead of the deadline.
- Youth Services Updates: Created storytime kits to celebrate America 250 and ordered duplicates of the kits to meet demand from libraries. Approximately 350 Iowa libraries are using 2026 iREAD theme “Plant a Sees, Read” for their summer reading programs.
- B. Hall traveled to a regional IMLS Convening held for states in Cincinnati, OH on the theme “Telling America’s Story”. 15 librarians

representing all six districts from Iowa also attended. The trip was fully funded by IMLS for all participants. It had a focus on rural, small (less than 10,000 population) libraries. Iowa librarians expressed appreciation to be in a space with other rural, small libraries and share their plans for celebrating America 250. B. Hall shared feedback with IMLS in hopes of doing this type of event more regularly.

- **Commission Reports**

- **F. Schuster:** Introduced director of Ankeny library (Sam Mitchel) and thanked him for hosting the Commission. Recently, the Ankeny Library has hosted local and state officials and candidates for office at library to provide education about the library and potential legislative impacts on the library. The Ankeny library board meets tomorrow (7/16) and will elect officers. Ankeny city election is Sept. 8 to vote on a Local Option Sales Tax. This potential revenue source for the city would not benefit the library directly but is expected to have a positive impact for the city of Ankeny as a whole.
- **M. Goddard:** Quiet on ISU campus as it is the summer and fewer students are on campus. However, the Parks Library HVAC is offline all summer. The ISU Library Dean will be retiring at the end of July. The University had one unsuccessful search for a replacement and will soon be promoting a new search for a University Librarian. M. Goddard attended Acquisitions Institute at Timberline Lodge. Presented on the topic of open access publications and research integrity.
- **A. Galstad:** Coralville PL Summer Reading is in full swing, with hundreds of people of all ages attending programming. Reports a large increase in both digital and physical circulation statistics. CPL seeing increase in interns from the University of Iowa in Library Science, Social Work, and Community Engagement. An intern from the UI office of Community Engagement will continue to implement web accessibility for the library. Johnson County recently passed a Local Option Sales Tax which will be split up to all towns in Johnson County based on a set formula. All Johnson County are libraries working together to distribute books to rural patrons at the county fair.
- **R. Gast:** Provided an update on the Court Navigator program. Currently, they are focusing on recruiting undergraduate students to serve as navigators and will look for new students through end of year at colleges/universities around the state. One potential collaboration with libraries is to use space as a private space for navigators to meet with information seekers. A new director of public information will be starting at the Judicial Branch. This individual will redo the website to make it more user-friendly and more integrated with online AI tools. Judicial has a working committee on AI to educate and learn about uses of AI.
- **T. Hubbard:** Sioux Center board in the middle of discussing their strategic plan. Work is being done to bring the website into ADA compliance. They are seeing great participation in their summer reading program and an increase in circulation. Library spaces at capacity with summer programming, but they have collaborated with several local facilities on the “Plant a Seed, Read” theme.
- **M. Kane:** Cascade Summer Reading programming also a highlight – 215 people attended a recent program. The library will introduce a tool library August 15 at the town festival. The Tool Library will start with general tools; with an upcoming expected donation of auto repair tools coming soon. A makerspace is starting, which includes a 3D printer and an engraver. The library hopes to secure grant funding for a music garden outside the library.

- **M. Reimer:** Thanked Brenda for quality of her report (especially the pictures in the report). The AEAs are excited to be part of IA Shares for another year and have seen an increase in materials being shipped during the summer months. The AEAs worked with the Department of Education to align an upcoming professional learning opportunity to DE Standards. The goal of the training is to strengthen the role of teacher librarians to manage school libraries, advocate for school libraries, and measure their impact in schools. Reimer hopes to see resurgence in physical collections circulating as a side impact of state bills aimed at reducing screen time in public schools. She views the AEAs and public libraries as instrumental in supporting hands-on learning in classrooms. Starting in the Fall 2027 school year, it is required that there be 60 mins or less of screens in classroom each day.
- **B. Denner:** Shared that the West Des Moines Library Friends are working on a celebration for the 30th anniversary of the current building.

5.0 Commission Education: State Library Endorsement Program

- **S. Bouwers** gave an overview of the State Library Endorsement Program.

6.0 Commission Updates and Discussion

- **Update on Contracts:** See State Librarian's report. **B. Hall** also added that the required IMLS evaluation of the LSTA five-year plan may allow opportunity for input from the Commission in the fall.
- **HF2490: Public Meeting Notice Requirements:**
 - Library Guidance: **B. Hall** shared that information has gone out to libraries as the State Library has received clarification from IPIB. The self-paced training for library board members approved by IPIB has also been updated to reflect this new guidance.
 - Designate Commission Notice Posting Location for FY27: Discussion. **M. Campbell** made a motion to designate the north-side door of the Ola Babcock Miller Building (1112 East Grand Ave. Des Moines, IA, 50319) as the Commission meeting notice posting location. **A. Galstad** seconded. Motion carried unanimously.
- **Bylaws: Vote on Proposed Updates:** Discussion: none. **M. Goddard** made a motion to approve the updated bylaws. **R. Gast** seconded. Motion carried unanimously.
- **Officer Election: Vice Chairperson:** Discussion: none. **A. Galstad** made a motion to nominate M. Reimer as the Commission Vice Chairperson for FY27. **M. Campbell** seconded. Motion carried unanimously.
- **Iowa Public Library Standards:** Discussion: **B. Hall** shared that, based on advice from DAS administration, the language in Standard #7 was not taken to Attorney General's office as motioned in a previous meeting because the Standards are an internal policy document, which the Attorney General's office does not weigh in on. **B. Hall** recommends that if the Commission has identified standards that need to be updated, they can vote to open standards for review. **B. Hall** noted that the last major review and revision of the standards was 10 years ago. In 2015, a team of State Library staff members reviewed standards, received input from the State Library Advisory Panel, and then sent them to the Commission for adoption. There is currently not an Advisory Panel in place as is required by Iowa Code. The Advisory Panel must have a minimum of 11 members, with half appointed by the State Library and half appointed by the Iowa Library Association. Code also specifies that the Advisory Panel should meet a minimum of twice per year to advise the State Library and the Commission. Besides providing feedback on the Standards, an Advisory Panel would also be helpful in the process of

evaluating the IMLS plan. The Commission alone would have power to adopt any revised standards. **A. Galstad** thanked Hall for the overview of the process and said it makes sense to think about revising the standards, due to their age. Galstad was previously a member of the Advisory Panel and recognized the Standards revision as a good opportunity to connect with librarians from around the state. **F. Schuster** asked about a potential timeline for completion of a revision. **B. Hall** estimated 6-12 months to revise the standards and an additional 6-9 months to see them promulgated in the administrative rules. **M. Reimer** asked if one individual would head up the work and if there were other state libraries that could serve as an example. **B. Hall** noted that while many states have statewide standards, most have vastly different methods to write, review, and implement them. Noted that Wisconsin has recently undergone a revision via a process that sounded very similar to what Iowa is considering. **M. Reimer** asked if there is a consulting firm or other outside partner that might be available to assist in the process. **B. Hall** was not aware of any such group offhand. Past standard revisions in Iowa have been led by the State Library's Program Director, in collaboration with a team of State Library staff. **M. Reimer** encouraged the state library to include a long-term plan to review and update the standards in future editions. **A. Galstad** made a motion to direct the State Library to begin the process of updating *In Service to Iowa: Public Library Standards, 6th Edition*. **T. Hubbard** seconded. Motion carried unanimously.

7.0 Public Comment: **F. Schuster** outlined the guidelines for public comment.

- **John Worden** commented on his request to be added to the Iowa Commission of Libraries agenda, his local library's accreditation status, and the relationship between the State Library and his local library board. He stated he would appreciate input from DAS legal counsel.

8.0 Adjournment

A. Galstad made a motion to adjourn. **M. Goddard** seconded. **F. Schuster** adjourned the meeting at 11:31 a.m.

Submitted by: Samantha Bouwers, Library Program Director