

**City of West Liberty Public Library
Notice and Call of Public Meeting
West Liberty Public Library Board of Trustees
May 20, 2026, at 7 pm:**

West Liberty Public Library: Lower-Level Meeting Room

Present in Meeting: Christine Guerra, Skyler Appler, Sergio Guerrero-Ibarra, Rachel Morrison, Brianna Harvey, Keegan Paisley

City Counsel Liaison: Josh Shiltz

Library Director: Allie Paarsmith

Staff: Genny Escareno, Shannon Schneider

- I. Call to Order: 7:14PM**
- II. Approval of Agenda: Motion by member Appler, Second Morrison**
- III. Approval of Minutes: Feb and April, Motion Morrison, Second – Guerra 5-0**
- IV. Public Discussion: No Discussion**
- V. Financial Report:**
 - 1. 9.77% of budget remains good.**
 - 2. Bills, New city personnel Beth is taking over.**
 - 3. Using Amazon for patron requests and discovered processing fee/shipping for Ingram.**
 - 4. Approval of Bills, Motion by Paisley, Appler second 5-0**
- VI. Director's Report**
 - 1. Summer Reading Presentation**
- VII. Announcements from Members**
 - 1. Finance Committee Report**
 - i. Allie O., dividing job duties/pay**
 - ii. Re-finance for Library for Renovation and Roof.**
- VIII. Old Business**
 - 1. Director Evaluation**
 - i. Motion by Morrison, Second Guerra 5-0**
 - ii. Note to revise the policy on the exit interview process and the compensation schedule.**
 - 2. Marketing and Communications Job Description**

- i. Changes in combined in Marketing/digital job description, took off admin duties those will go to Shannon/Genny. Went into detail with what changes in job description and benefits.**
- ii. Approval of the revised job description with a flexible 20–30-hour schedule. Motion Paisley, Second Appler 5-0**

IX. New Business

1. Hours of Service Policy and FY27 Calendar

- i. Approve the revised hours of service policy and FY27 Calendar – Motion by Morrison, Second Appler 5-0
With revisions on 5th Sundays, Oct 21st, Easter, Mother's Day, Graduation – Future.**

2. Children's Department Move

- i. Approve the LFI, quote. Motion by Rachel, Second-Guerra 5-0**

3. Sump Pump Replacement: Motion to approve to replace all three sump pumps and piping, motion – Morisson, Second – Appler 5-0

X. Adjourn Meeting: Motion by Guerra, Second Morrison 5-0

Next meeting is Wednesday, June 17, at 7 pm.