

Harlan Community Board of Trustees

Meeting Minutes for 1/12/2026

Present: Tara Painter, Kailee Coleman, Kristi Travis, Lisa Hagemeyer, Orlando Gil, Connie Claussen, and blond (city council), Gervas via zoom

Absent: Hope Chipman

Also Present: City Council Liaison, Sharon Kroger; City Administrator Gervas Mgonja (via Zoom);

President Kristi Travis called the meeting to order. Connie moved, seconded by Orlando to approve the agenda as presented. The motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None were stated.

Kailee moved, seconded by Orlando, to approve the minutes. The motion carried unanimously.

President's Report: none

Conflicts of interest are to be stated if and when applicable. None were stated.

Kristi moved, seconded by Lisa, to approve the minutes from 6/9/2025. The motion carried unanimously.

President's Report: none

Director's Report:

Administration

- 15 December 2025 – TAP attended a Department Head Meeting.
- 15-16 December 2025 – TAP evaluated library staff.
- 16 December 2025 – budget meeting for FY2027 with City Administrator Mgonja and City Clerk Schleis.
- 17 December 2025 – ad to Harlan Newspaper for open Adult Services position.
- 18 December 2025 – Noa Finken's last day as Adult Services Librarian.
- 18 December 2025 - TAP presented the library's budget proposal to the City Council.
- 18 December 2025 – requested an extension for our grant from the Southwest Iowa Foundation for our Outdoor Revitalization Project. The report was due December 31st.
- 22 December 2025 – Extension request was approved.
- 22 December 2025 – Met with Snyder & Associates and discussed development timeline.
- 2 January 2026 – Alan Mores donated a box of his books to the library to sell for \$5.00 a piece and keep the proceeds.

Financial report

Hoopla - prepaid ends will come out of budget now

Orlando moved, seconded by Kailee, to approve the bills. The motion carried unanimously.

Report of committees

Old Business: none

New Business:

Next Monday (Jan. 19) 3 hours closed to do strategic planning – open at noon Motion Connie/
Orlando

Update on exterior project - final bids Feb 3 (may be March 3)

Want details from blueprints (need to find existing blueprint– Tara will go to city hall)

Repair and replace doors– didn't get estimate to vote

Patron's conduct policy update - changes to more positive and simplified language motion
connie/ Orlando aye

PLA 2026 conference - (public library association) motion for Tara to attend (private sponsored
for fees) motion orlando/lisa aye

Board openings- open for one rural and city

Opening meeting class - League of Iowa Cities– rolling registration

Request by member to send link to opening meetings

Education moment on strategic planning

Troy Schaben will be new city of council liaison for 26-27

There being no further business, the meeting adjourned at 5:4p.m. Kailee moved, seconded by
Orlando to adjourn. The motion carried unanimously.

Lisa Hagemeyer (for Hope Chipman, Secretary)

These minutes are as recorded by the Secretary and are subject to Board approval at the
next regular meeting.