



Carter Lake Public Library Board Meeting CLCC Meeting Room

January 12, 2026 4:00 PM

Roll Call

Present: Patti Midkiff-President, Bonnie Freeman-Vice-President, Delbert Settles, Pam

Christensen, Mary Allen

Staff Present: Tiffany Zuerlein

I. Roll Call of Members

a. Patti called the meeting to order at 3:56 p.m.

II. Disposition of Minutes of Previous Meeting

a. Bonnie made a motion to accept the November minutes. Pam seconded. All in favor.

III. City Financial Report

a. No financials received from the City for October, November or December 2025. Bonnie motioned to table until next month. Delbert seconded. All in favor.

IV. Action on Bills

a. Mary motioned to approve the November and December bills. Bonnie seconded. All in favor.

V. Progress and Service Report of the Director

a. Tiffany is considering a new book club at 1:00 p.m. on Thursday, where they will read the book and then watch the movie.

b. Delbert motioned to accept the reports for November and December. Pam seconded. All in favor.

VI. Unfinished Business

a. September 2025 Financial Reports – Patti motioned to table until next month. Bonnie seconded. All in favor.

VII. New Business

a. Restore Regular Wednesday Hours – Tiffany requested to resume closing at 6:00 p.m. on Wednesdays, rather than 7:00 p.m., as there are not enough users to stay open. Mary motioned to approve the change. Delbert seconded. All in favor.

b. Patron Code of Conduct Policy – Bonnie motioned to add the verbiage “blankets and bedding allowed at the Library’s discretion”. Add “Amended January 2026” to the bottom of the policy. Pam seconded. All in favor.



c. Weather and Emerging Closing Policy – Weather closings will continue to be discretionary. Holidays will not be amended until we receive accurate information from the City.

d. Unattended Children Policy – No changes at this time.

e. Library Programming Policy – Will add verbiage “patrons who register and do not show up for two consecutive programs, will be suspended for 90 days from all Library programs”. “Amended January 2026” will be added to the bottom of this policy. A notice of the same will also be added

to the sign-up area on the website. Bonnie motioned to accept these changes. Patti seconded. All in favor.

f. Budget for the 2026/2027 Year – Tiffany reviewed the budget she will present to the City Council. Patti motioned to present the Option #1 wage proposal. If the Council objects, then Option #2 will be presented. Pam seconded. All in favor.

VIII. Public Comments from the Library Director, Library Board, and/or Carter Lake Citizens (3-5 minutes each)

IX. Next Board Meeting: February 9, 2026, 4:00 p.m.

X. Adjourn

a. Patti motioned to adjourn the meeting at 5:25 p.m. Pam seconded. All in favor.