

**Carnegie-Stout Public Library  
Board of Trustees  
Meeting Minutes of May 22, 2025**

The Board of Trustees of the Carnegie-Stout Public Library (C-SPL) met in the Lacy Board Room at 4:09 p.m. on Thursday, May 22, 2025.

Present: President Victor Lieberman, Vice President A. Alanda Gregory, Secretary Andy Bland, Trustee, Diann Guns (virtual), Trustee Christy Monk, Trustee Pam Mullin, Library Director Nick Rossman

1. President Lieberman called the meeting to order at 4:04 p.m.

*"Moved to adopt the meeting agenda of May 22, 2025."*

Motion: Mullin  
Second: Monk  
Vote: Aye – 6; Nay – 0

2. Approval of Board of Trustees Meeting Minutes of April 24, 2025."

*"Moved to approve the Board Meeting Minutes of April 24, 2025."*

Motion: Bland  
Second: Mullin  
Vote: Aye – 6; Nay – 0

3. Board President's Report:

- A. The Board reviewed the Communication with the Dubuque City Council for April 2025.
- B. Relations Subcommittee Report indicating completion of Library Director's Annual evaluation

*"Moved to receive and file the Communication with the Dubuque City Council from April 2025 and the Relations Subcommittee Report of completion of the Library Director's annual evolution."*

Motion: Gregory  
Second: Monk

Discussion: Relations Subcommittee met to perform Library Director's annual evaluation.

Vote: Aye – 6; Nay – 0

4. Motion to Receive and File Informational Items:

A. Library Director's Report Summary and Update:

- 1) Library Financial Report Fiscal Year (FY) 2025 – Rossman reported that April brings us to 83% through the fiscal year. We have spent 75% of our budgeted funds so far.

Revenue collected at 103% of projected budget.

- 2) Library Use – Rossman reported a 1% increase in circulation statistics and a 9% increase in visitor count compared to April 2024.

The library saw a 50% increase in computer and Wi-Fi usage compared to April 2024.

Patrons used curbside for 81 visits in April.

Rossman reported there were 2,713 Hoopla downloads in April. Included for review was the last three months usage comparison chart that includes cost per collection for review. (Hoopla is a web and mobile library media-streaming platform for audio books, comics, e-books, movies, music, and TV.)

- 3) Library Programs, Partnerships, and Grants Report - Rossman provided the following report:

Rossman reported the Art @ your Library exhibit for June and July would feature artists from the Key City Creative Center. The First Friday reception will be on Friday, June 6 from 5:30 pm – 7:30 pm. This installation will feature artists Cassie Beadle, Sandra Beisker, Gail Chavenelle, Brian Graham, Rich Lammer, David Olson, Paul Pendola, Kurt Stierman, and Susan Tollefson will display their works. This show will host a variety of mediums and should be quite eclectic.

The Board was provided the previous year's submission of the Dubuque City Councils goal setting documents with instructions to submit and updates or changes to the Library Director.

Enrich Iowa and Open Access agreement forms were submitted to the State Library.

The Board of Trustees were provided a copy of the May edition of the library's staff newsletter "The Stout Sheet".

Rossman reported that both the Library Foundation Dimensional fundraising event and the Friends of the Library Spring book sale were well attended. Fundraising dollars are not finalized yet.

Rossman reported on two grant applications the Library Foundation applied for on behalf of the library. The Dubuque Racing Association grant will focus on providing books to area preschools and the McDonough Foundation grant will look to add a high-end embroidery machine to the Maker Space.

Several library staff members were nominated for the annual City of Dubuque employee SPIRIT awards. Library Director Nick Rossman won the "Consider it Done" award.

- 4) Dubuque Museum of Art Request - The Dubuque Museum of Art has received a request from the Sioux City Art Center to borrow Grant Wood's "The Appraisal" for an exhibition featuring a newly restored Grant Wood "Corn Room Mural" painted in 1926. Included in your packet is an email from Stacy Peterson, Curatorial Director for the Dubuque Museum of Art as well as the exhibition narrative provided by the Sioux City Art Museum
- 5) Library Space Needs – Trustee Monk reported that FEH Design completed a mini-Spark session with library staff and incorporated some input into current plans. FEH will be working on furthering budget documents with plans to have them ready by the June Board of Trustees meeting.
- 6) Department Updates – Rossman provided highlights of the past month for Adult, Circulation, Information Technology, Marketing, and Youth Services.

B. Comment Cards – None.

*"Moved to receive and file the informational update from the Library Director including the Library Operational Expenditures, Revenue and Budget Financial Reports; and, Library Use Report, Marketing Report, Library Programs, Partnerships, and Grants Report, and, Library Department Updates."*

Motion: Mullin  
Second: Monk  
Vote: Aye – 6; Nay – 0

5. Action Items (Action):

- A. Library Expenditures FY-25: Operating Expenditures April, Period 10 – The Board reviewed the detailed expenditures reports.

*"Moved to approve the library expenditures for FY-25 April, Period 10."*

Motion: Gregory  
Second: Mullin

Vote: Aye – 6; Nay – 0

- B. Approve loan of Grant Wood's Appraisal to the Sioux City Art Center for Grant Wood exhibition in 2026.

*"Motion to table approval of loan until more information provided regarding Art Center facility."*

Motion: Monk  
Second: Mullin  
Vote: Aye – 6; Nay – 0

6. Library Board Adjournment – The Board adjourned at 4:50 p.m.

*"Motion to adjourn."*

Motion: Bland  
Second: Mullin  
Vote: Aye – 6; Nay – 0

  
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Andrew Bland, MD, Board Secretary

  
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Date