

The Solon Public Library Board

Meeting Minutes June 29, 2026

Call to Order

The regular meeting of the Solon Public Library Board was called to order by Sandy Lawrence at 6:30 p.m.

Present

Sandy Lawrence, Megan Richardson (Interim Director) Janet Salathiel, Char Cosgrove, Steve Fisher, Matthew Hanes

Absent

Bill Christensen, Matt Macke (City Liaison)

Approval of Agenda

The agenda was unanimously approved (Matthew/Janet)

Approval of Minutes

The minutes were unanimously approved (Steve/Matthew)

Citizen's Speak and Correspondence

Citizen Speak: No Report

Correspondence: No Report

Committee Reports

- **Building:** Megan is scheduling a building walk-through with Public Works in order to get an idea of current and future needs of the Library. She is also looking for a new window washer and someone to do pest control.
- **Finance:** No Report
- **Johnson County Liaison:** No Report
- **City of Solon Liaison:** City Administrator Cami Rasmussen attended the meeting and was able to give an overview of the upcoming activities of the City Council. The only meeting in July will be on July 1st. Cami let us know that Solon was selected by the Cattlemen Association to be a part of a film on small towns and community events. In the case of Solon the Hay Bale Toss will be featured. She also was asking various board members in Solon to help cover the final shift of the beer tent on July 18th. The City Council's August meeting will be on the 5th.
- **Board of Trustees Continuing Education:** No Report

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- **25th Anniversary Celebration Committee:** Char reported how the Committee had a successful evening at a Music On Main event. She also asked board members to consider helping at the Beef Day Parade on July 18th. Megan will email a link to the Sign Up Genius.

Library Director's Report: Megan highlighted how Lily and Mykle have done a fantastic job with all the summer programs. Lily did a fabulous job with the summer reading kick-off party and carrying out the majority of the summer programs. Mykle has given the adult members programs that are fun (mocktails) and health promoting (blood pressure check program). Megan also shared the impressive data on the community of all ages participating in the summer reading program. She also wanted to report on the Norma Jean Warner trust of \$941.69 given to the Library. To find out more about this trust and how it came to be, there is information available at the Library.

Approval of Bills

The bills for June 2026 were unanimously approved. (Char/Janet)

Review of Foundation Report

The May and June reports were reviewed.

Old Business

- **Open Board Position:** Cami reported that the Mayor has received the information on a possible city candidate.
- **Strategic Plan Update:** Megan created a timeline for completion of the updated strategic plan for this fall.

New Business

- **Teen and Adult Services Positions:** Both positions were proposed for filling with unanimous approval.
 - Teen Services position (Steve/Char)
 - Adult Services position (Matthew/Janet)
- **Policy Review/ Approval: Internet Use & Public Computer and Technology Policy**

This involves merging two policies into one. It was found that combining the policy would reduce redundancies. The Board asked to have further review and to put the policy on next month's Agenda.
- **Board of Trustees Continuing Education:** Items were listed for Board consideration.

Closed Session: Interim Director Evaluation

Open 7:02 pm (Janet/Matthew)

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Closed 7:19 pm (Steve/Janet)

Salary Increase:

The board unanimously approved a salary for Megan Richardson with an increase of a 3% COLA and 2% Merit. (Steve/Char)

Adjournment: The meeting was adjourned at 7:21 pm (Matthew/Char)

Next Meeting

Regular Meeting: July 27, 2026

Submitted by

Char Cosgrove