The Solon Public Library Board

Meeting Minutes
April 27, 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, Bill Christensen

Absent
Matt Macke (City Liaison)

Approval of Agenda
The agenda was unanimously approved (Janet/Steve)

Approval of Minutes
The minutes were unanimously approved (Steve/Matthew)

Approval of Interview Committee Minutes 4/3/26
The minutes were unanimously approved (Matthew/Janet)

Citizen's Speak and Correspondence
Citizen Speak: None

Correspondence: None

Committee Reports:

- **Building:** No update on LED replacement. E&J has not begun the job.

- **Finance:** Library CD Maturing on 4/6/26 at Green State was renewed at 3.75% with a 9/6/27 maturity date.

- **Johnson County Liaison:** Steve notified the county of the hiring of Megan Richardson as Interim Director. Congrationlations and best wishes were extended to Megan.

- **City of Solon Liaison:** City Administrator Cami Rasmussen sent a message with an update for the Library Board Meeting. The FY27 Budget process is complete. The FY26 Budget is in its final quarter and will be reviewed for any amendments needed. City Hall is now open in its new location.

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- **Board of Trustees Continuing Education:** Janet reported on the Corridor Library Training that she attended at the Coralville Library on April 6th. Sandy reported on the program Library Websites and Accessibility.

- **25th Anniversary Celebration Committee:** Char reported on the 25th Anniversary Committee's upcoming meeting and recounted the activities and desires of the committee.

- **Interview Committee:** The need for this committee has concluded.

Library Director's Report: Megan highlighted the Foundation awarding their scholarship money to Cora Sutton and Toby Kleinsmith. She also mentioned that after a transitional month things are moving forward. Megan has also completed the State Library Endorsement. The library is now focusing on the upcoming Summer Reading Program.

Megan's previous position has been posted. They are hoping that interviews could conclude prior to summer. This position is a part-time position under the heading of Communications and Technology.

Christian's position will not be posted until after summer. This is possible because of having our summer clerks available to help staff the library.

Approval of Bills
The bills for April 2026 were unanimously approved. (Matthew/Bill)

Review of Foundation Report
April 2026 Foundation financial report was reviewed.

Old Business

- **Open Board Position:** The mayor is working on filling this city position. If we know of anyone that may be interested, encourage them to apply at City Hall or the Library.

New Business

- **Discussion and possible action on Interim Library Director job description:** After discussion the board unanimously approved the current job description. (Janet/Char)

- **Review of Current FY26 budget and Possible Budget Amendment:** Two issues were discussed. The Utility Bills have over reached our allotted amount significantly. Megan has reached out to have the problem addressed with the installer of the solar panels. There is also a significant hourly increase in the pay required by a part time cleaner.

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- **Discussion and possible action on Heart Health Initiatives Program:** After discussion concerning the “Libraries With Heart”, which is affiliated with the American Heart Association, Johnson County Department of Public Health, and the University of Iowa’s College of Pharmacy. The Board unanimously agreed that the Solon Public Library should be a part of this program. (Char/Janet)

- **Policy Review/Approval: Library Copyright Policy**: The policy was reviewed and was unanimously approved. (Matthew/Bill)

- **Board of Trustees Continuing Education:** Items were listed for Board consideration.

Adjournment: The meeting was adjourned at 7:12 p.m. (Steve/Char)

Next Meeting
Regular Meeting: Due to Memorial Day the next meeting will be Monday, May 18, 2026 at 6:30 p.m.

Submitted by
Char Cosgrove