

LIBRARY BOARD MEETING

Thursday, April 16, 2026 at 6:30 PM

Library Community Room - 805 1st Street East

AGENDA

MEETING OPENING

1. Introduction of Guests
2. Approve the Agenda
3. Approve Minutes

APPROVE BILLS

4. Approve Bills

STATISTICS

5. Statistics Report

NEW BUSINESS

6. Technology Plan
7. Internet Usage Policy

UNFINISHED BUSINESS

MISCELLANEOUS

8. Park Update
9. Staff Update
10. Library Board Training
11. Board and Staff Reports

ADJOURNMENT

This agenda is subject to change.

Library board meeting 3/19

Present: Robin Bleichner, Nancy Dodge, Quentin Stenger, Emily Ownby, Library Director Laura Blaker. From the City: Brett Weber, City Council and Michelle Nejd, Deputy Clerk

Meeting called to order at 6:32pm

A motion to approve the agenda was 1st – Quentin Stenger and 2nd – Nancy Dodge. Passes unanimously.

A motion to approve the Minutes 1st – Emily Ownby and 2nd – Quentin Stenger - With edit to the spelling of a name. Passes unanimously.

The Bills were reviewed and a motion to approve them by 1st – Jake Bass and 2nd – Nancy Dodge. Passes unanimously.

February Statistics - reviewed by the board

A motion to seal the seams of the gutters was approved by 1st – Jake Bass 2nd – Emily Ownby. Passes unanimously.

Library Board Bylaws were reviewed with the one change in language. A motion to approve was made by 1st – Emily Ownby and 2nd – Quentin Stenger. Passes unanimously.

County Revenues - Jake presented some info from ChatGPT ideas about increasing Supervisor support. General discussion around other ideas that have been done in the past.

Staff Update - Laura discussed turnover of a couple of staff members. Library Associate Position posted internally and the Library Maintenance Position was advertised. Will progress with needed procedure.

Legislative Update - Watch the house files - General discussion

Park Update - Showing the ideas of the space and collecting ideas of lighting and materials used. Discussion around the upcoming fundraiser for the space on May 2nd from 10am-2pm. Bake sale, food trucks and quilt raffle. Volunteer sheet was passed around.

Board Training - review the updated library of things on the website.

Staff and Board Reports -

Emily - Accepted a new role at her employment - won't renew her library board term

Laura - New initiatives through the city - online applications, goals, reviews, agenda management, and website updates have been time consuming. May not achieve as many library goals from this year's plan due to added city responsibilities.

Robin - Oaklee is packed and ready for vacation

Motion to Adjourn was made by - 1st Jake Bass and 2nd Quentin Stenger at 7:32pm.

Independence Public Library FY26 Budget

Item #4.

Line Item	Beginning Balance	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total	Remaining Balance	Percent Expended
Salaries - Full Time	\$ 198,705.00	\$ 15,249.60	\$ 15,249.60	\$ 15,249.61	\$ 22,874.42	\$ 15,273.60	\$ 15,273.61	\$ 15,273.61	\$ 15,273.62	\$ 15,273.60	\$ -	\$ -	\$ -	\$ 144,991.27	\$ 53,713.73	72.97%
Salaries - Part Time	\$ 105,971.00	\$ 8,154.34	\$ 8,380.63	\$ 7,552.69	\$ 11,487.83	\$ 7,486.03	\$ 7,600.09	\$ 6,812.97	\$ 7,867.63	\$ 8,203.99	\$ -	\$ -	\$ -	\$ 73,546.20	\$ 32,424.80	69.40%
Wages - Overtime	\$ 750.00	\$ 26.38	\$ -	\$ -	\$ 11.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38.17	\$ 711.83	5.09%
ICMA RC - City Share	\$ 3,000.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 235.50	\$ 157.00	\$ 116.00	\$ 357.00	\$ 357.00	\$ 357.00	\$ -	\$ -	\$ -	\$ 2,050.50	\$ 949.50	68.35%
Dues & Memberships	\$ 3,400.00	\$ 272.99	\$ 186.99	\$ 77.99	\$ 32.00	\$ 236.00	\$ 1,007.80	\$ 227.00	\$ 70.00	\$ 32.00	\$ 232.00	\$ -	\$ -	\$ 2,374.77	\$ 1,025.23	69.85%
Training in House	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ 24.95	\$ 275.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 299.95	\$ 0.05	99.98%
Meetings/Conferences/Miles	\$ 1,400.00	\$ -	\$ -	\$ 295.00	\$ -	\$ 443.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 738.98	\$ 661.02	52.78%
Contract Repair & Maintenance	\$ 5,000.00	\$ -	\$ 122.38	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ 1,950.00	\$ -	\$ -	\$ 2,272.38	\$ 2,727.62	45.45%
Grounds Operation, Maintenance	\$ 700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270.00	\$ 148.00	\$ 300.00	\$ 60.00	\$ -	\$ -	\$ -	\$ 778.00	\$ (78.00)	111.14%
Electricity/Gas Utilities	\$ 21,064.00	\$ 1,293.98	\$ 1,497.71	\$ 1,505.63	\$ 1,373.67	\$ 1,575.05	\$ 1,512.77	\$ 1,773.84	\$ 1,972.49	\$ 1,854.84	\$ 1,649.84	\$ -	\$ -	\$ 16,009.82	\$ 5,054.18	76.01%
Communications (Phone)	\$ 3,400.00	\$ 247.65	\$ 246.75	\$ 249.50	\$ 248.15	\$ 250.70	\$ 252.80	\$ 14.00	\$ 247.95	\$ 248.95	\$ 252.87	\$ -	\$ -	\$ 2,259.32	\$ 1,140.68	66.45%
Other Maintenance/Repair	\$ 3,500.00	\$ -	\$ 120.00	\$ -	\$ 21.61	\$ -	\$ 320.21	\$ -	\$ -	\$ 172.68	\$ 4,927.07	\$ -	\$ -	\$ 5,561.57	\$ (2,061.57)	158.90%
Property & Casualty Insurance	\$ 28,749.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,340.52	\$ -	\$ -	\$ -	\$ 14,340.52	\$ 14,408.48	49.88%
Janitorial	\$ 21,000.00	\$ 1,400.00	\$ 1,051.00	\$ 1,300.00	\$ 1,635.00	\$ 2,253.00	\$ 1,635.00	\$ 1,635.00	\$ 1,635.00	\$ 1,635.00	\$ 1,635.00	\$ -	\$ -	\$ 15,814.00	\$ 5,186.00	75.30%
Printing & Publishing	\$ 1,000.00	\$ -	\$ -	\$ 75.00	\$ -	\$ 281.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 356.63	\$ 643.37	35.66%
Computer Expense	\$ 7,500.00	\$ 583.00	\$ 4,178.53	\$ 208.53	\$ 535.52	\$ 953.74	\$ 1,621.87	\$ 439.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,520.19	\$ (1,020.19)	113.60%
Professional Services	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00	0.00%
Library Books	\$ 34,000.00	\$ 3,632.47	\$ 2,362.74	\$ 1,656.75	\$ 2,682.61	\$ 2,818.30	\$ 2,345.11	\$ 1,188.62	\$ 2,996.81	\$ 3,235.17	\$ 1,934.40	\$ -	\$ -	\$ 24,852.98	\$ 9,147.02	73.10%
Office Equipment	\$ 250.00	\$ -	\$ -	\$ 291.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 291.00	\$ (41.00)	116.40%
Office Supplies	\$ 4,000.00	\$ 367.16	\$ 404.94	\$ 210.99	\$ 58.14	\$ 560.59	\$ 369.84	\$ 103.78	\$ 446.97	\$ 189.52	\$ 112.51	\$ -	\$ -	\$ 2,824.44	\$ 1,175.56	70.61%
Operating Supplies	\$ 2,700.00	\$ 287.50	\$ 185.82	\$ 588.37	\$ 52.76	\$ 95.86	\$ 297.70	\$ 100.23	\$ 93.82	\$ 21.61	\$ 309.63	\$ -	\$ -	\$ 2,033.30	\$ 666.70	75.31%
Postage & Shipping	\$ 500.00	\$ -	\$ 87.95	\$ -	\$ -	\$ -	\$ -	\$ 234.00	\$ 12.05	\$ 179.32	\$ 7.10	\$ -	\$ -	\$ 520.42	\$ (20.42)	104.08%
Safety Supplies	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00	0.00%
Programming	\$ 8,000.00	\$ 61.65	\$ 160.00	\$ 1,166.58	\$ 211.95	\$ 249.45	\$ 244.88	\$ 548.28	\$ 1,141.13	\$ 719.05	\$ 140.34	\$ -	\$ -	\$ 4,643.31	\$ 3,356.69	58.04%
Video Recordings	\$ 2,750.00	\$ 509.53	\$ 58.94	\$ 267.63	\$ 89.17	\$ 206.30	\$ 150.76	\$ -	\$ 390.64	\$ 191.74	\$ 117.68	\$ -	\$ -	\$ 1,982.39	\$ 767.61	72.09%
Audio Recordings	\$ 2,500.00	\$ 429.97	\$ 207.85	\$ 253.83	\$ -	\$ 198.39	\$ 239.75	\$ 281.00	\$ 193.45	\$ 152.97	\$ 380.57	\$ -	\$ -	\$ 2,337.78	\$ 162.22	93.51%
Ebooks	\$ 5,500.00	\$ 1,755.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,744.00	\$ -	\$ -	\$ 5,499.36	\$ 0.64	99.99%
Audiobooks (Downloadable)	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 3,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	100.00%
Video Streaming	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	0.00%
Totals	\$ 474,789.00	\$ 34,428.58	\$ 34,658.83	\$ 31,106.10	\$ 41,550.12	\$ 33,264.57	\$ 33,533.19	\$ 29,136.33	\$ 36,998.56	\$ 46,867.96	\$ 20,393.01	\$ -	\$ -	\$ 341,937.25	\$ 132,851.75	72.02%
Capital Outlay/Equipment	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 733.53	\$ -	\$ -	\$ -	\$ -	\$ 733.53	\$ 5,266.47	12.23%
Capital Outlay/Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%

Independence Public Library Monthly Bills April 2026

Item #4.

1	003-410-6210 Dues & Memberships		\$232
2	Rotary Club of Independence (quarterly dues)	\$157.00	
3	Visa Card Services (W/CF Courier & DM Register)	\$75.00	
4	003-410-6310 Contract Repair/Maintenance		\$1,950.00
5	Permanent Roofing Specialists (Inv# 11191496-G - gutter repair)	\$1,950.00	
6	003-410-6371 Electricity		\$1,649.84
7	Independence Light & Power	\$1,554.54	
8	MidAmerican Energy	\$95.30	
9	003-410-6373 Communications (Phone & Internet)		\$252.87
10	Independence Light & Power	\$252.87	
11	003-410-6399 Other Maintenance/Repair		\$4,927.07
12	Hawkeye Fire & Safety (Inv# 160218 - annual extinguishers inspection)	\$204.00	
13	Doorhub (Order# S26000321-door closer)	\$4,723.07	
14	003-410-6409 Janitorial		\$1,635.00
15	Midwest Janitorial (Inv# 260063)	\$1,635.00	
16	003-410-6502 Books		\$1,934.40
17	Brodart (Acct#140052 - Invoices listed below)	\$762.25	
18	Ingram (Acct# 20AZ626 - Invoices listed below)	\$468.59	
19	Waterloo Public Library (damaged ILL book)	\$30.00	
20	Cengage Learning Inc. (Inv# 999102482881, 999102527534, 999102554428)	\$232.84	
21	Center Point Large Print (Inv# 2233094)	\$58.74	
22	Amazon Capital Services (Amazon.com purchases)	\$381.98	
23	003-410-6506 Office Supplies		\$112.51
24	Amazon Capital Services (bookmarks, rubberbands)	\$38.87	
25	Storey Kenworthy (Inv# 1310186)	\$73.64	
26	003-410-6507 Operating Supplies		\$309.63
27	Storey Kenworthy (Inv# 1310186, 1313621)	\$185.78	
28	Cole's Ace Hardware (Trans# 43523)	\$13.99	
29	Amazon Capital Services (light bulbs, binders)	\$61.67	
30	Visa Card Services (Ziploc bags, hand soap, duct tape, napkins)	\$48.19	
31	003-410-6508 Postage		\$7.10
32	Visa Card Services (ILL postage)	\$7.10	
33	003-410-6530 Programming		\$140.34
34	Buchanan County ISU Extension (STEM Adventures program)	\$35.00	
35	Visa Card Services (refreshments & supplies for programs)	\$105.34	
36	003-410-6531 Video Recordings		\$117.68
37	Amazon Capital Services (Amazon.com purchases)	\$117.68	
38	003-410-6532 Audio Recordings		\$380.57
39	Blackstone Publishing (Inv# 2228427, 2230320, 2230884)	\$380.57	
40	003-410-6536 Ebooks		\$3,744.00
41	OverDrive (Inv# CD0649726113366 - ebook content)	\$3,744.00	
42	003-410-6537 Audiobooks (Downloadable)		\$3,000.00
43	OverDrive (Inv# CD 0649726113361 - downloadable audiobooks content)	\$3,000.00	
44	Total General Fund Expenses for Month	\$20,393.01	\$20,393.01

45 Brodart Invoices - B7197397, B7197513, B7197516, B7197559, B7197657-61, B7197663, B7197665,
46 B7197712, B7197725

47 Ingram Invoices 94131371, 94183673, 94218339, 95069609, 95085782-83, 95167766, 95198302, 95234727,
48 95359903, 95362445, 95378072, 95399587, 95525920-22, 95563438, 95588260

Independence Public Library Circulation and Usage Report for March 2026

Item #5.

Materials Usage

City of Independence Circulation	3,053
Unincorporated Buchanan County Circulation	1,700
Incorporated Buchanan County w/Libraries	451
Contracting Cities	172
Outside of Buchanan County Circulation (Open Access)	498
Items Loaned to Other Libraries (Access Plus)	47
Total Materials Circulation for Month	5,921

Patrons

Total Number of Patrons for Month **4,647**

Computer & Wireless Headphone Usage

Desktop Computer Usage for Month	381
In-House Laptop Usage for Month	0
Wireless Computer Usage for Month	447
Early Literacy Station Usage for Month	150
Wireless Headphone Usage for Month	17

Library of Things Usage

Activity Equipment	11
Puzzles	61
Hotspots	23
Cake Pans	4

Web Site Usage

Total Visitors **2,620**

BRIDGES Usage

Total Usage **2,370**

Facebook, Civic Send, Instagram & Google Profile

Facebook Followers	3,252
Facebook Total Reach	62,713
Mass Emails/Constant Contact Opened	3,451
Instagram Likes	46
Instagram Followers	605
Google Profile Interactions	466
Google Profile Views	505

Mobile App Usage

Patron Count	428
Usage	2758

Kanopy Usage

Visits	266
Plays	108

Material Additions

Books	274
DVDs	9
CDs	0
VOX Books	1
Library of Things (Jigsaw Puzzles)	24
Total Additions for Month	308

Material Withdrawals

Total Withdrawals for Month **340**

Additions Breakdown
Adult Biography & NonFiction = B-10, 100-1, 200-1, 300-5, 500-1, 600-8, 700-1, 900-5
Adult Fiction = F-107, M-16, SF-2, W-3, LPF-1
Young Adult Fiction = YAF-4
Juvenile NonFiction = 300-3, 500-13, 700-18, 900-2
Juvenile Fiction = JF-20, Graphic Novel-5, Just Right-1
Juvenile Easy NonFiction = 300-4, 500-3, 600-6, 700-1, 900-2
Juvenile Easy = Easy-26, BB-5
VOX Books = JE-1
DVDs = Adult-8, YA-1
Jigsaw Puzzles = 24
Withdrawals Breakdown
ANF-1, AF-95, LPF-41, JF-1, JGR-1, JE-166, JDVD-1, Jigsaw Puzzles-34

Number of Days Open = 30

Study Rooms - 38 usages

Library Events (Community Room)

Adult Events & General Interest (All Ages) Events

- 3/3/2026 BCHC Spotlight Series : Strokes - 16 adults
- 3/4/2026 Craft & Convo - 3 adults
- 3/6/2026 Tax-Aide - 20 adults
- 3/8/2026 Speech Showcase - 37 adults 15 teens 1 child = 53 people
- 3/9/2026 Cold Cases & Psychic Insight - 55 adults
- 3/12/2026 Learn Libby: Drop-in Help - 4 adults
- 3/12/2026 Bling Your Book: Book Bedazzling - 14 adults 2 teens = 16 people
- 3/13/2026 Tax Aide - 22 adults
- 3/14/2026 Coop: a story of an Amish Conscientious Objector - 42 adults
- 3/17/2026 Dungeons & Dragons - 6 adults
- 3/18/2026 Caregiver Support Group - 8 adults
- 3/19/2026 Dungeons & Dragons - 7 adults
- 3/20/2026 Tax Aide - 22 adults
- 3/21/2026 Tax Aide - 12 adults (rescheduled from previous snow date)
- 3/23/2026 Evening Book Discussion - 12 adults
- 3/24/2026 Daytime Book Discussion - 6 adults
- 3/27/2026 Tax-Aide - 19 adults
- 3/31/2026 Compassion in Action: Caregiving Challenges - 14 adults

Teen & Tween Events

- 3/19/2026 iTAB meeting - 5 teens 2 adults = 7 people
- 3/29/2026 Dungeons & Dragons - 8 teens 2 adults

Children's Events

- 3/5/2026 Story Time - 17 children 11 adults
- 3/12/2026 Story Time - 11 children 9 adults
- 3/17/2026 STEM Adventures: Puff - All About Air - 7 children 2 adults = 9 people
- 3/19/2026 Story Time - 14 children 8 adults
- 3/24/2026 Kernel by Kernel: Seed Corn Mosaics - 11 children 1 teen 6 adults = 18 people
- 3/26/2026 Story Time - 8 children 6 adults

Outreach Programs/Events

- 3/2/2026 Silent Book Club @ Gedney Bakery - 7 adults
- 3/3/2026 Reader's Circle @ Lexington Estate - 4 adults
- 3/7/2026 Airport Open House & Tour - 49 adults 3 teens 25 children = 77 people
- 3/17/2026 Reader's Circle @ Lexington Estate - 7 adults
- 3/24/2026 Davis Adult Day Care - 11 adults

Passive Programs

- 3/1-3/14/2026 Catch the Storm Photo Contest - 13 adults

Tours

- 3/31/2026 ICSD 3rd Grade Tours - 84 children 10 adults = 94 people

NonLibrary Events (Community Room)

- 3/2/2026 Wolf Den meeting - 5 people
- 3/4/2026 Buchanan County Economic Development Grant Writing Workshop - 11 people
- 3/10/2026 Buchanan County Democrats - 17 people
- 3/19/2026 Buchanan County HR Roundtable - 4 people
- 3/22/2026 Iowa Water Quality Town Hall - 31 people
- 3/23/2026 BCHC Leadership Training - 17 people
- 3/24/2026 BCHC Leadership Training - 17 people

Independence Public Library Circulation and Usage Report for March 2026

Item #5.

3/25/2026 BCHC Leadership Training - 17 people
3/28/2026 Child Care Provider Training - 25 people

TECHNOLOGY PLAN

This plan describes how technology is used to enhance the Independence Public Library's services and to support the library's strategic plan and mission.

Budget

The library's technology equipment, software and online subscriptions are reviewed annually by the Library Director and Assistant Director with input from library staff members. A technology equipment replacement plan is used to deem the replacement of various equipment and the implementation of new technology as needed.

Inventory

An inventory containing all the library's technology equipment is kept and updated as necessary by the Assistant Library Director and Library Director. The inventory includes asset identification, last replacement date, anticipated replacement date, and estimated replacement cost.

Training & Implementation

Staff training includes self-paced discovery, peer-to-peer training, and group instruction.

- All library staff are encouraged to develop skills to aid in troubleshooting library and consumer technologies and software.
- Designated staff are expected to demonstrate competence in troubleshooting proprietary library software and backend environment.

Public training includes one-on-one assistance on preferably a scheduled basis; however, walk-in assistance can be provided as staff time allows.

When introducing new technology, implementation will include staff communication, training, testing, marketing to the public, feedback, and revision.

Maintenance & Replacement

Proprietary library software is updated and managed by library staff in cooperation with the current City IT company, City Manager and the associated software and hardware vendors. Internet bandwidth is regularly evaluated by the current City IT company.

Security

A distinct separation between the library's staff network and the public access network is maintained by the City's IT company.

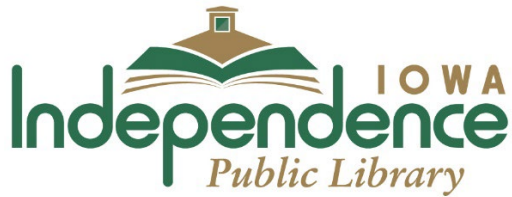
All library computers and devices that are available to the public will have lock-down applications installed, to ensure that public information cannot be permanently stored on library computers.

Assessment & Evaluation

Assessment is an ongoing process involving feedback from the public and staff, monitoring societal trends and examining use statistics. When opportunities or issues are identified, the relevant technology is reviewed by library staff before determining the appropriate next steps. This may include early replacement of existing technology, changes to policy, additional training, or any other actions necessary to support the library's strategic plan and mission.

Approved April 16, 2026

DRAFT



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: April 16, 2026

ITEM TITLE: Technology Plan

BACKGROUND:

The library has not had a Technology Plan, but it is a goal on our long-term plan. We have come up with a general plan that covers the major areas, but is general enough that it probably won't need to be updated more than once a year.

RECOMMENDATION:

Read, discuss, and modify the technology plan as needed.

GENERAL INTERNET AND TECHNOLOGY USAGE POLICY

The Independence Public Library provides free, unsecured access to the Internet as one means of connecting the public to the world of ideas and information. The Internet and its available resources contain materials that may be inaccurate, controversial, and/or offensive.

Software is used to filter out proxy sites and sites that pose a security risk to the network. It is also used to filter out obscene materials. Filtering is imperfect and may restrict access to legitimate research sites. Also, filtering does not guarantee that all proxy sites, obscene materials, and sites that pose security risks will be blocked.

The Independence Public Library Board, the City of Independence, and its employees disclaim any liability or responsibility arising from use of the Internet through the library's network or wi-fi connections.

General Access

- Internet access is automatically granted to each library patron when acquiring a Library card.
- Use of the Library's wireless network or of a Library computer implies agreement with this Internet Usage Policy.
- Patrons must use their own Library card to access the Internet through the public access desktops and laptops.
- No library card or password is required for wireless access.
- Guests who do not have an Independence Public Library card may use a computer under a guest account if they are eligible for library services in Iowa, or if they have an ID showing a current out of state address. Frequent guests meeting library card guidelines are encouraged to obtain an Independence Public Library card.
- Computer use records are confidential. See the Confidentiality Policy for further information. Users should log out of all applications at the end of their session to ensure privacy.
- Staff may monitor and respond as needed when a violation of this policy or illegal activity is suspected.

Access for Minors

- Parents or guardians of minor children (age 17 or younger) shall assume responsibility for their children's use of the Internet through the library's connection...both public access computers and through personal devices on the library's wireless connection.
- The Library will not be responsible for enforcing any restrictions which a parent or guardian may place on a minor's use of this, or any, library resource.

Responsibilities of Users

- Users must have a valid Independence Public Library card in good standing.
- The Internet is not a private environment. The security of data, files, and devices is the responsibility of the patron.

GENERAL INTERNET AND TECHNOLOGY USAGE POLICY

Item #7.

- Individuals must accept responsibility for evaluating the content of the resources they view, read, or listen to. Monitoring and restrictions of a child's access is the responsibility of the parent or guardian.
- Users must comply with all local, state and federal laws while using the Internet and Library computers. Users found to have violated any laws, including but not limited to privacy, obscenity, fraud or copyright, while using Library resources may have their Internet privileges revoked.
- Computer users must respect the rights and sensibilities of other library users. Refrain from sites which may reasonably be considered offensive or disturbing in a public setting shared by people of all ages.

Time Restriction

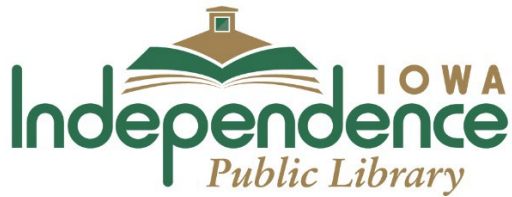
- Patrons are requested to use the library's public access computers and laptops for no more than two hours per day when others are waiting. If there are no other patrons waiting to use the service, users may continue to use the system for one additional hour (provided in three 20-minute segments).
- There is no time restriction when a patron is using his or her own device.

Use of Library-Owned Laptops/Devices available for Checkout

- Users must be a minimum of 12 years of age.
- Users check out devices at the circulation desk and must leave a photo ID or library card at the desk while they use the equipment.
- Laptops and devices are to be used in the library only and may not be taken out of the building.
- Once a laptop or device is checked out to a patron, the device becomes the responsibility of that person. Devices should not be left unattended. The borrowing patron is responsible for returning the equipment to the circulation desk.
- The borrower is responsible for replacement costs in the amount listed on the Fines and Fees Policy if the equipment is lost/stolen/damaged during his/her check-out period.

Disciplinary Guidelines

- Violators of this policy may lose computer privileges and/or library privileges. Illegal acts involving library computer resources also may be subject to prosecution. Please refer to the Behavior Policy to see more information.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: April 16, 2026

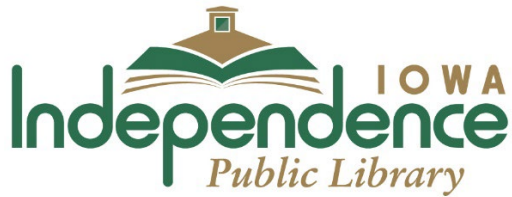
ITEM TITLE: Internet Usage Policy

BACKGROUND:

It is time for the three-year review of the Internet Usage Policy.

RECOMMENDATION:

Read, modify as needed, and approve the Internet Usage Policy.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: April 16, 2026

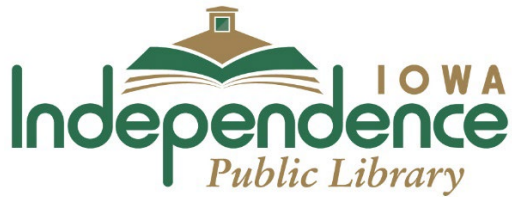
ITEM TITLE: Park Update

BACKGROUND:

The library has submitted applications for the T-Mobile Hometown Grant and the Buchanan County Community Foundation Grant. The park committee continues to meet and plan the fundraiser, Go Nuts! Party for the Park on May 2 from 10 am – 2 pm.

RECOMMENDATION:

Find out more about the current status and developments with the park project.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: April 16, 2026

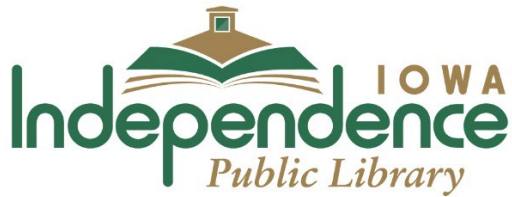
ITEM TITLE: Staff Update

BACKGROUND:

I have hired Melissa Sims, who has been a library page, to move to the library assistant position. The maintenance position has also been filled.

RECOMMENDATION:

Become aware of updated information about library staffing.



LIBRARY BOARD ITEM DESCRIPTION

DATE OF MEETING: April 16, 2026

ITEM TITLE: Board Training

BACKGROUND:

An important part of being a library trustee is taking part in a variety of board development training. It is also a requirement for accreditation with the State Library of Iowa.

RECOMMENDATION:

The board will take part in training applicable to their roles and responsibilities.