

Linwood Community Library Board of Trustees

Meeting Minutes – August 25, 2026

Meeting description: Regular monthly board of trustees meeting

Meeting location: Linwood Community Library, 19649 Linwood Rd., Linwood, KS 66052

Board members present: Melissia Smitka, Kathy Reno, Aly Evans, Sheldon Wheaton, Chris Mensch

Staff present: Dennis Shelton, Tracy Tygart

Guests: Alex DeMoro

Call to Order: 6:33pm - The meeting was called to order by Melissia Smitka

Changes to Agenda: Mel suggested adding an item under old business to discuss the Linwood city building.

Consent Agenda: *All matters on the consent agenda are considered and enacted with a single motion, with the exception of any items agreed upon to be removed from the consent agenda.*

Previous Meeting Minutes

Treasurer's Report:

General Fund (GF) Checking account: balance as of 06-30-2026 was \$467,447.08. The GF checking account has been reconciled in Xero through 06-30-2026 noting no difference.

Capitol Improvement Fund (CIF) Checking: account balance as of 06-30-2026 was \$258,964.42. The CIF Checking account has been reconciled in Xero through 06-30-2026 noting no difference.

Petty Cash: Petty cash was counted by Dennis on 07-06-2026. He indicated the total on hand was \$79.80.

Communications for the board: None

Director's Report

Statistical Report

Financial Report

Chris made a motion to accept the consent agenda, Mel seconded, and the motion carried.

Public Comments: None

Communications for the Board: None

Bills for Payment: Bills for payment were reviewed by the Finance Committee with no issues identified and recommended for approval by the board. Sheldon made a motion to approve, Aly seconded, and the motion carried.

Old Business:

- **Linwood city building:** Motion made by Chris and seconded by Kathy to terminate further consideration of a proposal by the City of Linwood to have the library lease space in the city building (old Linwood school building) and send a letter to the City of Linwood to notify them of the decision. The motion carried.

- **Building update:**

- Reviewed discussion with BG Consultants (architect) regarding proposed building expansion. Primary contacts are Clint Hibbs and Cameron Tross (project manager). Chris made a motion and Sheldon seconded, to secure the services of BG Consultants with an initial fee of \$7500.
- NEKLS has a \$3000 grant available to apply towards architectural work to produce initial schematics for the project. Request must be submitted by January 1, 2027.

Committee Reports:

Building & Equipment: no discussion

Financial: no discussion

Personnel & Policy: no discussion

New Business:

- **Board member appointment** – Alex DeMoro expressed his interest to become a member of the boards of trustees. Sheldon made a motion and Chris seconded to make the appointment of Alex to the board position that has an expiration date of March 2030, and the motion carried.

Adjournment: 7:15pm – Aly made a motion to adjourn, Sheldon seconded, and the motion carried.

Submitted by: Chris Mensch/SW

Board of Trustees members (exp. date)

Melissia Smitka, Chairperson (03/2029)
Aly Evans, Vice-Chair (03/2028)
Sheldon Wheaton, Treasurer (03/2027)
Kathy Reno (03/2030)
Chris Mensch, Secretary (03/2029)
Alex DeMoro (03/2030)
Open Position (03/2027)

Linwood Community Library Staff

Dennis Shelton, Director

Linwood Community Library Board Committees

Building & Equipment:	Sheldon Wheaton	Chris Mensch	Kathy Reno
Personnel & Policy:	Melissia Smitka	Kathy Reno	Chris Mensch
Finance:	Sheldon Wheaton	Aly Evans	

Officer and Committee appointments updated August 25, 2026

The signatures below affirm that these minutes have been approved by the board of trustees.

 9-22-26
Melissia Smitka, Chairperson Date

 9-22-2026
Chris Mensch, Secretary Date