

**URBANDALE PUBLIC LIBRARY FOUNDATION, INC.**  
**MINUTES**  
**June 27, 2016**

President Greg Robinson called the meeting to order at 5:00 p.m. Greg read the Character Counts statement.

**Members Present:** Steve Lytle, Diana Ripperger, Jeff Merrill, John Forbes, Greg Robinson, Jerry Brimeyer, Al Kaduce, and Don Brush.

**Staff Present:** Julie Wells, Katherine Manion, and Susan Nass

**Approve Agenda:** Greg made a motion to approve the agenda. Don seconded the motion, all voted in favor and the motion carried.

**Approve Minutes:** Steve moved and Don seconded a motion to approve the December minutes. All approved and the motion passed.

**Treasurer's Report:** Julie distributed copies of the Statement of Assets, Liabilities and Fund Balance, Statement of Activities, General Ledger, and the Urbandale Public Library Endowment Fund Statement. Don made a motion to approve the statement. John seconded the motion and the motion carried.

**Unfinished Business:**

- A. Chapter's Café Update: Julie stated the Library's Board of Trustees voted at the April 25<sup>th</sup> meeting to hire an engineering firm to provide a cost estimate for installing a new grease interceptor. The members discussed contributing to the cost of the grease interceptor project and will discuss it further when the estimate is provided.
- B. Elect Officers for FY 16/17 Term: The nominating committee recommended the following slate of officers:
- President, Diana Ripperger
  - Vice-President, Jerry Brimeyer
  - Secretary, Steve Lytle
  - Treasurer, Al Kaduce

John moved to elect the officers and Don seconded the motion. All voted in favor and the motion passed.

**New Business:**

- A. Capital Campaign Donor Appreciation Event: Steve requested that a donor list be prepared showing donors who gave \$100 for five years consecutively. A wine and cheese meet and greet was suggested for the fall to thank donors and showcase the library. Greg made a motion to approve up to \$1,500 to fund the event. Steve seconded the motion. All voted in favor and the motion passed.
- B. FY16/17 Capital Campaign: Offering an online payment option for capital campaign donations has been suggested for several years. This option has been discussed with staff and they are certain it would be easy to implement. A PayPal account could be established and a link placed on the Foundation's page of the Library's website. Steve moved to authorize the director to proceed with the process. Al seconded the motion. All approved and the motion passed.

John moved to adjourn the meeting. Jerry seconded the motion. All voted in favor and the meeting was adjourned at 5:35 p.m.

Respectfully submitted,  
Greg Robinson  
President

Attest: Susan Nass