

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES
March 26, 2018

MEMBERS PRESENT: Jeff Merrill, Jerry Brimeyer, Marva McCarty, Dede Zaun, Tom Graves and Diana Ripperger

STAFF PRESENT: Julie Wells, Katherine Manion, and Susan Nass

CALL TO ORDER: Marva McCarty called the meeting to order at 5:40 p.m. Jerry read the Character Counts statement.

APPROVE AGENDA: Jeff made a motion to amend the agenda by adding Auditor's Report under Unfinished Business. Jerry seconded the motion. All voted in favor and the motion passed.

APPROVE MINUTES: Dede made a motion to approve the February 26, 2018 minutes. Jerry seconded the motion. All voted in favor and the motion passed.

APPROVE BILL LIST: Tom made a motion to approve the bill list. Jeff seconded the motion. All voted in favor and the motion passed.

CITIZEN'S FORUM: Brad Zaun

UNFINISHED BUSINESS:

- A. Director's Salary: AJ Johnson, City Manager, spoke about the disparity in salaries among City department directors. After reviewing with Karla Lower, Human Resource Manager, AJ agreed to an increase in the library director's salary but noted it is ultimately a board decision.
- B. Exterior Book Return: Julie reported a delay in completing the wrap for the book return. Laura Sauser, Community Manager, will begin publicizing the return when the project is near completion.
- C. Art UP Close-Update: Photographer Larry Mendenhall has been selected as the artist for Art UP Close. Julie showed a brief power point presentation of his photography work. Larry will conduct presentations and workshops throughout the community from April to the end of July.
- D. Auditor's Report: The board was seeking reassurance that steps have been taken to prevent further theft. Julie explained that the library adopted the city purchasing policy and offered to provide copies of the monthly bills for review. A.J. assured the board he was comfortable with preventative measures that have been adopted.

NEW BUSINESS:

DIRECTORS REPORT: Julie reviewed the funding requests that were submitted and approved by the Foundation. The requests were for the 4th of July Parade, Summer Rocks in Urbandale event, and Iowa Adventure Pass Program. She distributed copies of her evaluation form. The board is asked to have them completed by the May 28th meeting. Jerry, Marva, and Greg will schedule meetings with staff in April or early May as part of the Evaluation committee.

Tom made a motion to adjourn and Jerry seconded the motion. All voted in favor and the meeting was adjourned at 6:35 p.m.

Marva McCarty
President

Attest: Susan Nass