

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES
September 24, 2018**

MEMBERS PRESENT: Jeff Merrill, Diana Ripperger, Dede Zaun, Marva McCarty, Tom Graves and Kerry Vande Kieft.

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

CALL TO ORDER: Jeff called the meeting to order at 5:45 p.m. Kerry read the Character Counts statement.

APPROVE AGENDA: Dede made a motion to approve the agenda. Marva seconded the motion. All voted in favor and the motion passed.

APPROVE MINUTES: Dede made a motion to approve the August 27, 2018 minutes. Marva seconded the motion. All voted in favor and the motion passed.

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

CITIZEN'S FORUM: None

UNFINISHED BUSINESS:

- A. Information on Filling Customer Holds: Katherine provided information on the number of customers responsible for placing holds and the number of UPL customer holds vs. open access customer holds.

NEW BUSINESS:

- A. FY17/18 Iowa Public Library General Information Survey: Julie provided a copy of the Library's FY17/18 *Iowa Public Library General Information Survey* and a document showing the percentage decrease/increase from FY16/17 to FY17/18.

DIRECTORS REPORT: Repair work is being completed on the ceiling in the foyer and in the community room. The public's access to computers will be unavailable on October 3rd due to a network update. Jenny is preparing to launch 1,000 Books Before Kindergarten. Julie had provided the board with copies of the recent pay study and results. The Board would like the City to provide information on the new pay range assigned to the director position.

Dede made a motion to adjourn and Diana seconded it. All approved and the meeting adjourned at 6:15 p.m.

Respectfully submitted,

Jeff Merrill
Vice-President

Attest: Susan Nass