

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
**MAY 20, 2013**

President Whalen called the meeting to order at 5:32 p.m. Jeff Merrill read the Character Counts statement.

**Members present:** Jerry Brimeyer, Tom Graves, Marva McCarty, Jeff Merrill, Diana Ripperger and Sheila Whalen.

**Staff present:** Julie Wells, Trish Dimond and Debbie Sires.

Tom made a motion to approve the April minutes, seconded by Jerry. Motion carried.

After discussion, a motion to approve the bill list was made by Diana, seconded by Jerry. Motion carried.

**Citizen's Forum:** No one was present.

**Unfinished Business:** The approved survey will be available online and in paper form from June 1 through June 30<sup>th</sup>.

Julie brought a list of possible expenditures for the remaining Enrich Iowa funds. Of that list, it was suggested that the LCD projector expense be removed and the funds put into purchasing Freegal, a downloadable music program. Tom made a motion that we try Freegal for 1 year and see how it is received, seconded by Jeff. Motion carried.

ILS demos have been completed. Trish Dimond and Julie Wells from the Urbandale Library and Maurine Myers and Willona Goers from the Johnston Library will get feedback from their staff and determine whether to pursue a new system.

**New Business:** The Director's job evaluation form was passed out. Sheila will get a copy of last year's evaluation for reference. Julie handed out copies of her accomplishments to Board members to help them with filling out the form. The job evaluation is due by the end of June.

Marva moved that the Board serve as a committee of the whole for the nomination of officers. Sheila made a motion to appoint Tom Graves as President, Jeff Merrill as Vice-President and Diana Ripperger as Secretary. The motion was seconded by Jerry. Motion carried.

**Director's Report:** The June calendar of events was distributed.

Dion Cobb, manager of Chapters, supplied a quarterly statement for the café from January through April 2013.

Julie suggested replacing the Conference Room table rather than refinishing it. Cost of refinishing the existing table is \$2,000. A Hon brand laminate table can be purchased for \$1,200 - \$1,500. The chairs are also in need of repair. The arms can be replaced for \$200. The Board gave approval to go ahead with the purchase of the laminate table and replacement arms if the Director chooses.

A motion to adjourn the meeting was made by Jerry at 6:25 p.m., seconded by Jeff. Motion carried and the meeting was adjourned.

Respectfully submitted,

Sheila Whalen  
President

Attest: Debbie Sires