

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES
DECEMBER 16, 2013**

President Graves called the meeting to order at 5:15 p.m. in conjunction with the Foundation meeting. The two meetings were combined for a proposed reconfiguration presentation by FEH Architectural Services. During the Foundation's business meeting, the Board's meeting was suspended. The Board reconvened once the Foundation meeting was adjourned. Greg Ward read the Character Counts statement.

Members present: Jerry Brimeyer, Tom Graves, Marva McCarty, Jeff Merrill and Greg Ward.

Staff present: Julie Wells, Trish Dimond, Debbie Sires, Janine Bauer, Carmen Epstein, Katherine Manion and Karen Smith.

A motion to approve the agenda was made by Jeff, seconded by Marva. Motion carried.

A motion to approve the November minutes was made by Jerry, seconded by Greg. Motion carried.

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

Citizen's Forum: No one was present.

Julie introduced the staff who were present at the meeting. Tom thanked them for taking their time to come to the meeting and explain their requests.

A motion is needed for Julie to receive a car allowance. Greg made a motion to approve payment of a car allowance as given to other City Directors. Jeff seconded the motion. Motion carried.

Cell phones are currently not allowed in the library. Staff asked the Board to lessen this restriction. It was suggested that phones be allowed if set to silent or vibrate. Quiet conversations should also be allowed. Jeff moved that if phones are set to vibrate and staff is prepared to make a judgment on what is considered disruptive conversation that cell phone use be allowed. Marva seconded the motion. Motion carried. All were in favor with the exception of Greg.

Julie handed out a list of suggestions for Enrich Iowa expenditures. Staff in attendance then explained the reasons for their individual requests in their departments. It was decided that Freegal Music will not be renewed but Zinio will be funded with Enrich Iowa money as it was last year. Requests from the staff totaled \$160,000. The library received \$91,000 from Enrich Iowa with \$4,000 already spent. Tom, Greg and Julie will work as a sub-committee to prioritize the requests and make up a new list for the Board's approval. Marva made a motion to approve funding for Vital hours and Zinio expenses. Jeff seconded the motion. Motion carried.

Julie met with the City Manager and City Finance Officer to discuss the proposed FY14-15 budget.

There will be another Lunch N Learn in January. Julie suggested different dates in January to hold the Lunch N Learn and asked that members email her with a date that would work for them.

A motion to adjourn the meeting was made by Greg, seconded by Jeff. Motion carried and the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Thomas Graves
President

Attest: Debbie Sires