

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
**June 26, 2017**

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

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

**CALL TO ORDER:** President Brimeyer called the meeting to order at 5:45 p.m. Greg read the Character Counts statement.

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

**APPROVE MINUTES:** Dede made a motion to approve the May 22, 2017 minutes. Marva seconded the motion. All voted in favor and the motion passed.

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

**CITIZEN'S FORUM:** None

**UNFINISHED BUSINESS:**

A. Logo/Branding/Marketing/Outreach/Visioning: Jerry, Marva, and Julie will begin work on an RFP for soliciting a firm to assist with planning, marketing, and visioning. Twelve qualified applicants applied for the community manager position. Julie will interview five and is asking each to develop an adult program and related promotional materials as part of the interview.

**NEW BUSINESS:**

A. Appoint FY 17/18 Board Officers: The nominating committee suggested Marva for President, Greg for Vice President, and Tom for Secretary. Diana made a motion to approve the nominated candidates. Dede seconded the motion. All approved and the motion passed.

B. Foundation Appointment: Due to a conflict with Tom's professional duties he can no longer serve on the Foundation board. Jeff's term is expiring and he may be reappointed. Tom made a motion to reappoint Jeff and add Marva to the Foundation Board. Greg seconded the motion. All approved and the motion passed.

**DIRECTOR'S REPORT:**

A. Artist in Residence Program: Julie is working with the Art Gallery Committee to plan another *Dinner With the Singers*. Proceeds from the event will fund the establishment of an artist-in-residence program. The committee would like to use the Giovanetti Shelter and will be asking the City Council at the 7/5/2017 meeting to waive or reduce the shelter's rental fee. The board supports this plan.

C. Vending Proceeds: Julie provided the sales report from Nellie's Vending for March through June of 2017. The profits will be placed in city revenue.

C. Lunch & Learn: Julie would like to have a picnic lunch for staff and the board members on Tuesday, July 18, 2017.

**CLOSED SESSION:**

Marva made a motion to accept Julie's performance ratings. Greg seconded the motion. All voted in favor and the motion passed.

Diana made a motion to adjourn and Dede seconded the motion. All voted in favor and the meeting was adjourned at 7:00 p.m.

Jerry Brimeyer  
President

Attest: Susan Nass