

**URBANDALE PUBLIC LIBRARY FOUNDATION, INC.**  
**MINUTES**  
**March 26, 2018 2018**

**Members Present:** Steve Lytle, Jerry Brimeyer, Diana Ripperger, Jeff Merrill, Al Kaduce, and Marva McCarty.

**Staff Present:** Julie Wells, Katherine Manion, and Susan Nass

**Call to Order:** President Steve Lytle called the meeting to order at 5:05 P.M. Steve read the Character Counts Statement.

**Approve Agenda:** Diana made a motion to approve the agenda. Al seconded the motion. All voted in favor and the motion passed.

**Approve Minutes:** Jeff moved and Jerry seconded a motion to approve the December 18, 2017 minutes. All approved and the motion passed.

**Treasurer's Report:** The Foundation members reviewed copies of the Statement of Assets, Liabilities and Fund Balance, Statement of Activities, General Ledger, and the Urbandale Public Library Endowment Fund Statement. Jerry made a motion to approve the statement. Marva seconded the motion. All approved and the motion passed.

**Unfinished Business**

- A. 2018 Capital Campaign – Update: To date, 300 donations totaling \$25292.72 have been received. Last year, a total of 283 donations totaling \$22,840.00 were received.
- B. Fundraising Activities: The library was denied participation in an Amazon nonprofit program because according to Amazon the Foundation is not a 501 (c) (3) organization. Al Kaduce will do some further investigation into this matter. There was discussion of another donor recognition event or possibly issuing a group of donors a “special” library card or small gift of appreciation.

**New Business**

- A. Urbandale Rocks Event – Funding Request: The library requested that the Foundation provide up to \$2,500 to fund *Summer Rocks in Urbandale!* This is a celebratory event designed to kick off the Library's summer reading program for kids and adults on Saturday, June 2. Marva made a motion to approve the request. Al seconded the motion. All voted in favor and the motion passed.
- B. Fourth of July Parade – Funding Request: Laura Sauser, Community Manager, requested the Foundation provide up to \$1,400 to fund the library's continued participation in the city of Urbandale's 4<sup>th</sup> of July parade. Jeff made a motion to approve the request. Diana seconded the motion. All voted in favor and the motion passed.
- C. Adventure Iowa Pass Program-Funding Request: A request was made to provide \$1,250 to fund the Iowa Adventure Pass Program. Several metro libraries are collaborating through the *Iowa Adventure Pass* program to offer passes for admission to local venues including Blank Park Zoo, Botanical Center, Living History Farms and Science Center of Iowa. Marva made a motion to provide one pass to each of the 4 venues including the software. Jeff seconded the motion. All voted in favor and the motion passed.

D. Appoint Officer Nominating Committee: Diana and Jeff will work as the nominating committee and will compile a list of potential 2018/19 officers.

Jerry moved to adjourn the meeting. Jeff seconded the motion. All voted in favor and the meeting was adjourned at 5:40 p.m.

Respectfully submitted,

Steve Lytle  
President

Attest: Susan Nass