

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
**September 23, 2019**

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

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

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

**CITIZEN'S FORUM:** None

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

**APPROVE MINUTES:** Diana made a motion to approve the August 26, 2019 minutes. Marva seconded the motion. All voted in favor and the motion passed.

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

**UNFINISHED BUSINESS:**

**A. Approve Sex Offender Policy:** Kerry made a motion to approve the attached revised Sex Offender Policy. Marva seconded the motion. All approved and the motion passed.

**NEW BUSINESS:**

**A. Approve Rules of Conduct Policy:** Tom made a motion to approve the attached revised Rules of Conduct Policy. Marva seconded the motion. All voted in favor and the motion passed.

**B. Approve Suspension of Privileges Policy:** Diana made a motion to approve the attached Suspension of Privileges Policy. Kerry seconded the motion. All approved and the motion passed.

**C. Approve Appeal of Suspension of Privileges Policy:** Marva made a motion to approve the attached Appeal of Suspension of Privileges Policy. Kerry seconded the motion. All approved and the motion passed.

**D. Future Agenda:** Tom made a motion to add Weapons Policy to the October 28, 2019 agenda. Kerry seconded the motion. All approved and the motion passed.

**E. FY18/19 Iowa Public Library General Information Survey:** The board reviewed and discussed the survey.

**DIRECTOR'S REPORT:** Julie distributed copies of the Nellies Vending QTR 2 2019 Rebate. She suggested moving the December board meeting up one week to Monday, December 16, 2019 and the Board agreed.

Tom made a motion to adjourn. Diana seconded and all voted in favor. The meeting adjourned at 6:45p.m.

Respectfully submitted,

Jeff Merrill  
President

Attest: Susan Nass