

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
**January 25, 2021**

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

**STAFF PRESENT:** Nicholas Janning, Katherine Manion, Laura Sauser, Susan Nass, Julie Finch

**CALL TO ORDER:** Tom called the meeting to order at 5:35 p.m. Kerry read the Character Counts Statement.

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

**APPROVE MINUTES:** Jeff made a motion to approve the December 14 minutes. Greg seconded the motion. All voted in favor and the motion passed.

**CITIZEN'S FORUM:** None

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

**UNFINISHED BUSINESS:**

- A. FY2020/2021 Budget Update:** Marva and Kerry represented the board by attending the Budget Committee meeting along with Nicholas on Saturday, January 23. The budget presented was similar to the previous year and was not met with any concerns.
- B. On-Going COVID-19 Response/RE-Opening the Library:** Nicholas is considering measures to increase library services. The computer hours may be expanded and a possible early hour time slot for compromised patrons. The curbside pickups remain steady causing the circulation of library items to increase. The board requested that Nicholas draft a plan for re-opening which would include the days and times of operation.

**NEW BUSINESS:**

- A. Enrich Iowa Funding Requests:** The following items were requested with funding from Enrich Iowa:
- Playaway Collection - \$6,000
  - Media shelving - \$3,350
  - More booktrucks - \$2,000
  - TechSoup/Mobile Beacon Hotspots - \$1,705
- Already submitted and approved:
- Hoopla - \$10,000

Greg made a motion to approve up to \$13,055 to fund these requests. Marva seconded the motion. All voted in favor and the motion passed.

**DIRECTOR'S REPORT:**

Nicholas shared some topics that were discussed at the staff in-service on January 13. An equity-based speaker explained the concept of fine- free libraries. A representative from Relay Iowa spoke about the telecommunications services they provide to help customers access library services. The staff participated in a team building exercise sharing their accomplishments with their peers.

Jacque Stolz was hired as a full-time youth team member. Nicholas offered to provide some research and information on the concept of fine- free libraries and the impact that would have on the yearly budget. He will let the board know if the February board meeting will be held in person or via WebEx.

Greg moved and Marva seconded a motion to adjourn. The meeting adjourned at 6:26 p.m.

Respectfully submitted,

Tom Graves  
President

Attest: Susan Nass