

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES
February 22, 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 5:32 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 January 25 minutes. Kerry seconded the motion. All voted in favor and the motion passed.

CITIZEN'S FORUM: Bridget Carberry Montgomery from the Urbandale City Council

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. On-Going COXID-19 Response:

- i. Status report on our limited reopening (started on Feb. 11)

Nicholas reported that the reopening process has gone very smoothly. The number of patrons visiting the library continues to increase. Modifications in hours and curbside delivery will be made as the positivity rate continues to decline. The plan is to add computer use to the browsing period and make a few chairs available for patrons. All spring events will be held virtually. The board is agreeable to meeting in person for board meetings when the city allows it.

- B. Strategic Plan Quarterly Update: Oct.-Dec. 2020:** Nicholas provided the board with the Strategic Plan Quarterly Update – July-December 2020. The board reviewed the goals that were met and accomplishments that were made. Nicholas outlined the timeline on proceeding with the 2022-2027 Strategic Plan.

NEW BUSINESS:

- A. Hours of Operation:** The four hours that were removed from the library budget will be reinstated in the near future. Bridget Carberry Montgomery, Urbandale City Council representative, advocates for reinstating the hours allowing the library to remain open until 9:00 p.m. four nights a week. She encouraged allowing smaller groups to use the meeting rooms as the pandemic conditions improve. This topic will be revisited at the March board meeting.
- B. Presentation on fine-free libraries research:** Nicholas provided the board members with a packet of information on fine-free libraries. The board discussed the concept, other libraries results, and the impact on the Urbandale Library. Bridget Carberry Montgomery expressed her support in the library implementing a fine-free policy.

The board requested that Nicholas draft a comprehensive preliminary plan outlining the proposal for the library to go fine-free.

DIRECTOR'S REPORT:

Nicholas stated that due to the changes in the state recording Covid cases the statistics could dramatically decrease enabling the library to expand hours and services sooner than expected. He spoke at a Lunch 'n Learn about the new Playaway collection the library has recently developed. All library events will soon be appearing on the City of Urbandale calendar.

Marva moved and Jeff seconded a motion to adjourn. The meeting adjourned at 7:03 p.m.

Respectfully submitted,

Tom Graves
President

Attest: Susan Nass