

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
August 23rd, 2021

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

STAFF PRESENT: Nicholas Janning, Leslie Noble, Leah Cummings

CITIZENS PRESENT: Jim Cushing

CALL TO ORDER: Diana called the meeting to order at 5:31 PM. Diana read the Character Counts Statement.

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

APPROVE MINUTES: Jeff made a motion to approve the March minutes. Tom seconded the motion. All voted in favor and the motion passed to approve the minutes.

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

UNFINISHED BUSINESS:

A. Re-opening / COVID Operations

- i. New COVID Guidance Released by City Hall
 - Nicholas gave the board an update on the city's updated Covid guidance. Staff are required to wear masks in common areas and practice social distancing in the breakroom. The mask policy for the City of Urbandale begins August 24th. This is a policy, but library staff will not be enforcing it. The library will have signs posted on the front doors and the policy will be listed on the city website and social media.

The board discussed enforcing the mask policy at the library. Masks will be available at the front desk for patrons to use and possibly by the self-check area. The board voted to post signs at the library stating "As required by CDC Guidelines, library patrons should wear a mask when using the library. As CDC guidelines change, the director of the library and library board are allowed to change this policy accordingly." Tom made a motion to approve wording. Kerry seconded the motion. All voted in favor and the motion passed to use this wording on signs posted at the library.

Currently, the library is holding smaller programs and continuing the use of outdoor spaces for events. The computers in the reference area continue to be socially distanced. The story room will be re-opened soon, and a small selection of toys will be put out. Meeting Rooms will hopefully be re-opened in September.

B. New Business

- i. Strategic Planning Board Retreat with Jim Cushing

C. Director's Report

Nicholas discussed the fines-free fact sheet that was included in the board packet as well as the success of the expanded book sale. Overall, over 1,100 items were sold, and we are now in a good position to restart donations. The Programming and Outreach interviews went well and there were 2 strong candidates. The new youth assistant, Carisa, has started. Jim Cushing will attend the next All Staff Meeting to meet with library staff and get feedback.

Tom moved and Jeff seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 8:51 PM.

Respectfully submitted,

Diana Ripperger
President

Attest: Leah Cummings