

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES**  
**April 27<sup>th</sup>, 2026**

**MEMBERS PRESENT:** Tom Graves, Diana Ripperger, Mary Keck, Jill Kent, Caleb Cooper, Kerry Vande Kieft, Jon Jeffrey

**STAFF PRESENT:** Nicholas Janning, Leslie Noble, Leah Cummings, Jay Peterson (State Library of Iowa)

**CITIZENS PRESENT:** Student (and parent) from Valley High School observing meeting for government class.

**CALL TO ORDER:** Tom called the meeting to order at 5:30 pm. Kerry read the Character Counts Statement.

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

**APPROVE MINUTES:** Kerry made a motion to approve the March minutes. Mary seconded the motion. All voted in favor and the motion passed to approve the minutes.

**CITIZENS' FORUM:** None

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

- I.) State Library Presentation: Jay Peterson regarding strategic planning
  - Jay Peterson from the State Library of Iowa presented information regarding strategic planning. He reviewed the essential components of an effective strategic plan and provided an overview of the planning process. The goal is to have the plan completed by December, with the final deadline for the strategic plan set for February 2027.
  
- II.) Staff presentation: Karen Smith and Leslie Noble regarding Technical Services
  - Leslie gave a staff presentation on the Technical Services department. She walked through the life cycle of a book, explaining the process from ordering and processing through the various staff members involved, all the way to getting the book on the shelf.
  
- III.) New Business
  - A.) Extending Art Gallery hanging system to Community Room
    - The Mayor's Public Art Committee (PAC) and the Art Gallery Committee are bringing back the "Artist in the Community" events. The library will host these events, with participating artists providing classes and programs for the community. The committees have requested installation of the gallery hanging system on the south wall of the Community Room to showcase artwork related to the Artist in the Community program. The Board approved this request.

B.) Appoint FY 2026/2027 Officer Nominating Committee

- Tom and Mary were appointed to the FY 2026/2027 Officer Nominating Committee.

IV.) Director's Report

A.) Space redesign project update

- Met with Burkett/OPN/city maintenance staff on Monday, April 20<sup>th</sup>. They will be cutting concrete floor on Tuesday, May 5<sup>th</sup> – we will open library at 12 pm noon on Tuesday, May 5<sup>th</sup> to allow time for cutting concrete and cleanup.
- Waiting for metal frames to be fabricated for study rooms and reading room. Not ready until mid-May. New furniture is being received by LFI. Will wait to install new furniture in the library.

B.) Tentative May board meeting date: Tuesday, May 26<sup>th</sup>

- Monday, May 25<sup>th</sup> is normal meeting day (Memorial Day)
  - May meeting will be Tuesday, May 26<sup>th</sup> at 5:30 pm
- Leslie, Julie, and Staci attended the Public Library Association Conference in Minneapolis in early April.
- Al Kaduce (Library Foundation Treasurer) passed away. The Foundation is working on finding a new Treasurer.
- National Library Week/All Urbandale Reads 2026 proclamation "Soul of Civility" at the City Council meeting.

Kerry moved and Mary seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 6:53 PM.

Tom Graves  
President

Attest: Leah Cummings