

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
June 22, 2026

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

STAFF PRESENT: Nicholas Janning, Leah Cummings

CITIZENS PRESENT: None

CALL TO ORDER: Tom called the meeting to order at 5:44 pm. Kerry read the Character Counts Statement.

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

APPROVE MINUTES: Kerry made a motion to approve the May minutes. Jill seconded the motion. All voted in favor and the motion passed to approve the minutes.

CITIZENS' FORUM: None

APPROVE BILL LIST: Caleb 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.

I.) Unfinished Business

A.) Updates to Rules of Conduct Policy clarifying designated areas for food

Kerry made a motion to approve the updates to the Rules of Conduct Policy. Jon seconded the motion. All voted in favor and the motion passed.

II.) New Business

A.) Enrich Iowa funding request: Mango Languages renewal

- Requesting \$3,052.65 for a one-year subscription to Mango Languages. Offers courses in more than 75 languages.

Diana made a motion to approve the Enrich Iowa funding request for Mango Languages renewal. Jon seconded the motion. All voted in favor and the motion passed.

B.) Reappointment to the Foundation

- i. Kerry Vande Kieft (current term expires 6/30/2026)*

Jill made a motion to reappoint Kerry Vande Kieft to the Foundation. Caleb seconded the motion. All voted in favor and the motion passed.

III.) Director's Report

A.) Hotspots in the metro update

- Leslie conducted follow-up research to address questions raised during May's Board meeting regarding hotspots, and Nicholas reviewed the findings with the Board.

B.) Space redesign project update

- Nicholas updated the Board on the space redesign project.
 - Study rooms and frame for reading room glass wall proceeding. Glass will be installed next week.
 - New furniture for children's area has been delivered. New staff desks will be delivered next week. New lights will be delivered next week, but will be installed by city maintenance staff.
 - Only items that might be completed first week in July are the doors for the reading room and staff desks.

C.) Strategic planning update

- Nicholas is working with Jay to begin interviews with stakeholders identified for strategic planning.

Other News

- No Mayor's State of the City Address. Civility Summit in September.
- New soap / towel dispensers being installed for Cintas janitorial supplies.

Caleb moved and Kerry seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 6:05 PM.

Tom Graves
President

Attest: Leah Cummings