

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
January 24th, 2022

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

STAFF PRESENT: Nicholas Janning, Leslie Noble, Leah Cummings

CITIZENS PRESENT: None

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

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

CITIZEN'S FORUM: None

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

Unfinished Business:

I. On-Going COVID-19 Response / Re-Opening the Library

- The city held a COVID booster clinic for employees on December 16th. There were 68 participants.
- The CDC transmission rate for COVID is still high. All city employees will continue to wear masks and there is no intention of closing city buildings at this time. The city has also eliminated COVID Recovery leave for employees as of January 22, 2022.

II. Draft FY 2022/2023 Budget Proposal

Tom made a motion to approve the library's FY 2022/2023 budget proposal draft that will be presented to the city council. Jeff seconded the motion. All voted in favor and the motion passed.

New Business: None

Director's Report

- The library's MLK National Day of Service was a success. Volunteers assembled more than 100 hygiene kits for homeless youth in Iowa. The library also received 207 donations from the mitten tree that will be distributed to the Urbandale Food Pantry.
- The children's fine-free policy has been implemented and the library will begin promoting the policy in February.

- AARP will begin tax aide in the ICN Room starting February 7th.
- The library has started a monthly Podcast.
- 'Towards a Universal Suffrage' exhibit will be displayed in the ICN Room beginning January 27th.
- Staff In-Service will be held on February 21st. Agenda will include a presentation from YSS (Youth & Shelter Services), HR training, software training, etc.

Kerry moved and Marva seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 6:26 PM.

Diana Ripperger
President

Attest: Leah Cummings