

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
May 23rd, 2022

MEMBERS PRESENT: Diana Ripperger, Jeff Merrill, Kerry Vande Kieft, Greg Ward

STAFF PRESENT: Nicholas Janning, Leslie Noble, Leah Cummings

CITIZENS PRESENT: None

CALL TO ORDER: Diana called the meeting to order at 5:29 PM. Jeff read the Character Counts Statement.

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

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

CITIZEN'S FORUM: None

APPROVE BILL LIST: Jeff 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.) Fine-free children's items update

- Nicholas gave an update to the board on the fine-free children's policy. He shared circulation and lost item statistics, as well as several more positive written comments from patrons.

B.) "Organizational" cards policy draft

- Nicholas went through the final changes made to the Organizational Card policy draft.

Greg made a motion to approve the Organizational Card Policy draft. Jeff seconded the motion. All voted in favor and the motion passed.

C.) Logo refresh update

- Leslie spoke to the board and gave an update on the logo refresh. She shared the process of designing the logos and the brand mission statement. The two logo options created by Super Wink Studio were presented to the board for approval.

Kerry made a motion to approve the second logo design. Greg seconded the motion. All voted in favor and the motion passed.

II. New Business

A.) Appointment to the Foundation

- *Diana Ripperger (current term expires 6/30/2022)*

Greg made a motion to reappoint Diana Ripperger to the Foundation. Jeff seconded the motion. All voted in favor and the motion passed.

III. Director's Report

Nicholas highlighted upcoming library programs and events including:

- Summer Reading Kickoff - June 2nd from 4:30-6:30 PM
- New Story Walk in Walker-Johnston Park - Pete the Cat
- Public Piano installed on library patio
- Urbandale Community Band performing June 13th at 6:30 PM
- Primary early voting – June 4th 9:30 AM-3:30 PM
- Primary Voting – June 7th 7 AM-8 PM
- Iowa State Master Gardener Robby Hofland program – May 26th at 6:30 PM

The library's summer intern Holland Zwank started this week. The end of the fiscal year is approaching, and library staff are submitting final invoices to be paid. Nicholas also reminded the board that the library will be open from 12-3 PM on Sunday, May 29th and closed on Monday, May 30th in observance of Memorial Day.

Greg moved and Kerry seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 6:34 PM.

Diana Ripperger
President

Attest: Leah Cummings