

**URBANDALE PUBLIC LIBRARY FOUNDATION, INC. MINUTES**  
**March 28<sup>th</sup>, 2022**

**MEMBERS PRESENT:** Greg Ward, Steve Lytle, Greg Robinson, Marva McCarty, John Forbes, Diana Ripperger, Jeff Merrill

**STAFF PRESENT:** Nicholas Janning, Leslie Noble, Staci Stanton, Leah Cummings

**CALL TO ORDER:** Greg W. called the meeting to order at 5:00 PM. Diana read the Character Counts Statement.

**APPROVE AGENDA:** John made a motion to approve the agenda. Jeff seconded the motion. All voted in favor and the motion passed to approve the agenda.

**APPROVE MINUTES:** Greg R. made a motion to approve the December minutes. Diana seconded the motion. All voted in favor and the motion passed to approve the December minutes.

**TREASURER'S REPORT:** John made a motion to approve the statement. Diana seconded the motion. All voted in favor and the motion passed to approve statement.

**I. Unfinished Business**

A. 2021 Fundraising Campaign Update

- Nicholas gave an update on the 2021 fundraising campaign to the Foundation. So far \$53,554 has been donated (as of 3/24/22). The Foundation board also discussed the benefits of the fundraising committee.

**II. New Business**

A. Adventure Pass Funding Request (attached)

- The Patron Experience department requested \$1,450 to support the library's continued participation in the Adventure Pass program. Requested funds will be used to purchase passes to area attractions and renew the related software subscription.

Greg R. made a motion to approve the Adventure Pass funding request. Marva seconded the motion. All voted in favor and the motion passed.

B. Prize Funding Request (attached)

- The Programing & Outreach department requested \$2,000 to be used to purchase additional prizes for the library's reading programs. The \$2,000 will be used to purchase prize books and grand prizes for the summer reading program.

Jeff made a motion to approve the prize funding request. Marva seconded the motion. All voted in favor and the motion passed.

C. Summer Internship Wage Increase Request (attached)

- The Programming & Outreach department requested an additional \$450 to increase the hourly wage for the library's summer internship from \$12/hour to \$14/hour. They would like to raise the hourly wage for our summer intern to \$14/hour to be consistent with other city departments and be competitive when attracting candidates.

John made a motion to approve the summer internship wage increase request. Greg R. seconded the motion. All voted in favor and the motion passed.

D. Appoint Officer Nominating Committee

- Diana and Greg W. were appointed to the officer nominating committee.

**III. Other Business**

a. Parent/child computer desk furniture / space-needs assessment

- The Foundation discussed the idea of parent/child computer desk furniture in the youth area. Steve Lytle will contact company and report back with preliminary cost estimates to present to the Foundation at the June meeting.

Diana moved and Jeff seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 5:36 PM.

Respectfully submitted,

Leah Cummings

Attest: Greg Ward,  
President