

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES**  
**July 25<sup>th</sup>, 2022**

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

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

**CITIZENS PRESENT:** None

**CALL TO ORDER:** Kerry called the meeting to order at 5:33 PM. Diana read the Character Counts Statement.

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

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

**CITIZEN'S FORUM:** None

**APPROVE BILL LIST:** Diana made a motion to approve the bill list. Greg 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 on the fine-free children's policy. He shared circulation and lost item statistics with the board.

B.) Logo refresh update

- Leslie gave the board an update on the logo refresh. Super Wink is finishing up the library's branding guide. We are hoping to start rolling out our updated branding next month, beginning with new library cards as September is library card sign-up month. The library's website will also be updated with the new logo and colors.

II. **New Business**

A.) Approve Photography and Videography Policy

Greg made a motion to approve the Photography and Videography Policy. Marva seconded the motion. All voted in favor and the motion passed.

B.) Approve Suspension of Privileges Policy

Tom made a motion to approve the Suspension of Privileges Policy. Diana seconded the motion. All voted in favor and the motion passed.

C.) Approve Appeal of Suspension of Privileges Policy

Jeff made a motion to approve the amended Appeal of Suspension of Privileges Policy. Greg seconded the motion. All voted in favor and the motion passed.

**VII. Director's Report**

Nicholas highlighted several library programs and events including:

- Urbandale 4<sup>th</sup> of July parade. The library participated and distributed 2,000 bookmarks and hundreds of info cards.
- August 2<sup>nd</sup> is National Night Out. The library will hold an outdoor book sale and kids craft at our booth from 5-7:30 PM.
- Nicholas and department heads met with Derek Zarn from the city to discuss communication strategies.
- The first All Urbandale Reads discussion will be August 4<sup>th</sup> at 6 PM.
- The library was a polling place for the Urbandale School Board Election on July 12<sup>th</sup> – 620 residents voted at the library.
- The library was a cooling center on July 23<sup>rd</sup>.
- The library will be resuming art gallery receptions in August or September.
- CE opportunity through the State Library of Iowa – *Making Number Count* live webinar on August 30<sup>th</sup> from 6-7:30 PM.
- The City Council is interested in holding a potential lunch and learn with the library this fall.

Greg moved and Mary seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 6:16 PM.

Kerry Vande Kieft  
President

Attest: Leah Cummings