

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
September 26th, 2022

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

STAFF PRESENT: Nicholas Janning, Leslie Noble, Leah Cummings

CITIZENS PRESENT: None

CALL TO ORDER: Kerry called the meeting to order at 5:56 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: Diana made a motion to approve the August minutes. Mary seconded the motion. All voted in favor and the motion passed to approve the minutes.

CITIZEN'S FORUM: None

APPROVE BILL LIST: Greg made a motion to approve the bill list. Marva 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, as well as several written comments from patrons. The board also discussed future planning for fine-free children's items and the possibility of including teen items.

B. Enrich Iowa funding request: Des Moines Register online database

- \$5,500 in Enrich IA funds to purchase full image, full text content of the Des Moines Register from ProQuest.

Tom made a motion to approve funding request for Des Moines Register online database. Jeff seconded the motion. Tom, Jeff, Kerry, Diana, Marva, and Mary voted in favor. Greg voted against the motion. The motion passed.

II. New Business

A.) Enrich Iowa funding request: ComicsPlus

- \$1,500 for a yearly digital subscription to ComicsPlus.

Jeff made a motion to approve funding request for ComicsPlus subscription. Marva seconded the motion. Jeff, Marva, Kerry, Diana, Greg, and Mary voted in favor. Tom voted against the motion. The motion passed.

B.) Enrich Iowa funding request: Space Needs Assessment

Marva moved and Greg seconded a motion to authorize that staff move forward and request several bids for a space needs assessment, intended to be paid for with Enrich Iowa funds, to be approved as early as needed. All voted in favor and the motion passed.

C.) Approve Public Display Space policy

Jeff made a motion to approve the Public Display Space policy. Tom seconded the motion. All voted in favor and the motion passed.

D.) Approve Public Posting and Distribution of Materials policy

Tom made a motion to approve the Public Posting and Distribution of Materials policy. Mary seconded the motion. All voted in favor and the motion passed.

VII. Director's Report

A.) 2022 Summer reading program summary

- Nicholas summarized the success of the 2022 Summer Reading program to the board. He shared information on prizes and participation statistics.

Nicholas highlighted several library programs and events including:

- The library has launched its new logo and branding (website, social media, library cards, etc.)
- DART free ride with library card: September 11-17
- Tender Land, Harsh School program: September 18th
- The library is transitioning to on demand curbside service
- The Art Gallery Committee is resuming artist receptions
- Major Blues & the Mugshots concert: August 28th
- Vida Sisters Concert: October 16th
- Trunk or Treat: October 27th
- Early Voting will be held at the library Thursday, November 3 & Friday, November 4, 2022: 10:00 AM – 4:00 PM and Saturday, November 5, 2022: 10:00 AM – 3:00 PM

VIII. Closed Session

A.) Director's Evaluation (due by November 1st)

Diana made a motion to move to a closed session for the director's annual performance evaluation. Marva seconded the motion. All approved and the meeting moved to a closed session at 6:50 p.m.

Marva moved and Diana seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 7:07 PM.

Kerry Vande Kieft
President

Attest: Leah Cummings