

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
March 27, 2023

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

STAFF PRESENT: Nicholas Janning, Leslie Noble, Leah Cummings

CITIZENS PRESENT: None

CALL TO ORDER: Kerry called the meeting to order at 5:30 PM. Diana read the Character Counts Statement.

APPROVE AGENDA: Tom made a motion to approve the revised agenda with added Enrich Iowa Funding Request. Jeff seconded the motion. All voted in favor and the motion passed to approve the revised agenda.

APPROVE MINUTES: Jeff made a motion to approve the February minutes. Marva 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. Greg seconded the motion. All voted in favor and the motion passed to approve the bill list.

I. New Business

A.) Organizational card update

- Nicholas gave an update to the board on organizational cards. The policy will be formally reviewed in May 2024.

B.) Enrich Iowa Funding Request: Iowa Library Association membership for trustees

- \$30 ILA memberships for library board trustees.

Tom made a motion to approve the Enrich Iowa Funding Request for library board ILA memberships. Mary seconded the motion. All voted in favor and the motion passed.

II. Director's Report

A.) Tentative mayoral proclamation at the April 18th, 2023 city council meeting for "All Urbandale Reads"

Nicholas highlighted several library programs and events including:

- National Library Week - April 23-29
- Food for Fines Event - April 22-30
- Semi-Annual Mega Book Sale - April 21-30
- The Wheels on the Bus: Family Storytime with DART! – April 24th

- New Boiler was successfully installed.
- Patron Experience staff member Hannah Kepford – accepted to library school.
- Library staff spoke at Lions Club – March 23
- Lions Club will provide snow cones and popcorn for the library's Summer Reading Kickoff!
- Spring Break programs included: escape rooms, family movie, board game events, etc.
- Webster Book Return - The library's book return at Webster Elementary has sustained damage and is not currently accepting library materials.
- FY 23-24 budget officially approved.
- Staff is working on getting bids for new Conference Room chairs.
- Wallpaper in the lobby/meeting rooms is set to be removed in the next couple months. Nicholas is working with maintenance staff to coordinate.
- April 10th at 6 PM– the library will host a Town Hall Meetings on Digital Services.

Greg moved and Marva seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 6:04 PM.

Kerry Vande Kieft
President

Attest: Leah Cummings