

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
July 24, 2023

MEMBERS PRESENT: Mary Keck, Kerry Vande Kieft, Tom Graves, Diana Ripperger, Caleb Cooper

STAFF PRESENT: Nicholas Janning, Leslie Noble, Jeanette Andrews, Leah Cummings

CITIZENS PRESENT: None

CALL TO ORDER: Mary called the meeting to order at 5:28 PM. Kerry read the Character Counts Statement.

APPROVE AGENDA: Tom made a motion to approve the July 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 June minutes. Caleb seconded the motion. All voted in favor and the motion passed to approve the minutes.

CITIZEN'S FORUM: None

STAFF PRESENTATION: Jeanette Andrews with an overview of reference resources.

APPROVE BILL LIST: Kerry made a motion to approve the bill list. Tom seconded the motion. All voted in favor and the motion passed to approve the bill list.

I. Unfinished Business

A.) Presentation of space utilization assessment proposals

- Nicholas gave an overview of the space needs assessment proposals. Follow up documents have been sent to three finalists. Library staff and board members will interview finalists. Tom, Kerry, and Mary will sit in on interviews as board representatives.

II. New Business

A.) Enrich Iowa Request: GreenDisk

Tom made a motion to approve \$1,200 for 10 more GreenDisk boxes to dispose of CDs. Diana seconded the motion. All voted in favor and the motion passed.

III. Director's Report

A.) Welcome to Caleb Cooper

Nicholas highlighted several library programs and events including:

- Mayor Andeweg's 2023 State of the City address – June 29th
- Both the president of ALA and ILA visited UPL on June 12th
- UPL Art Gallery Meeting - July 12th – Preparations being made for Art Day 2024 in partnership with the Public Art Committee

- Meeting with other metro libraries to discuss contract renewal with Polk County Board of Supervisors – June 16th
- Accreditation certificate renewed
- Auto-renewals have been turned on
- Summer Reading program ends on August 1st
- National Night Out – August 1st
- All Urbandale Reads discussion – August 3rd at 6 PM
- September 5th – tentative mayoral proclamation for National Library Card Sign-up Month
- Trustees training opportunity at Mitchellville Public Library – September 26th, 6-8 PM
- Fire Department Chief Jerry Holt retiring – public reception at Fire Station 42 on Friday August 4th from 3-5:30 PM

Kerry moved and Tom seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 6:42 PM.

Respectfully submitted,

Mary Keck
President

Attest: Leah Cummings