

**URBAN DALE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
**August 28, 2017**

**MEMBERS PRESENT:** Jeff Merrill, Diana Ripperger, Jerry Brimeyer, Dede Zaun, Tom Graves, and Marva McCarty.

**STAFF PRESENT:** Julie Wells, Laura Sauser and Susan Nass

**CALL TO ORDER:** President McCarty called the meeting to order at 5:30 p.m. Jerry read the Character Counts statement.

**APPROVE AGENDA:** Julie asked that Item A under New Business be moved ahead of unfinished business. Diana made a motion to approve the amended agenda. Jerry seconded the motion. All voted in favor and the motion passed.

**APPROVE MINUTES:** Jerry made a motion to approve the July 24, 2017 minutes. Dede seconded the motion. All voted in favor and the motion passed.

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

**CITIZEN'S FORUM:**

- A. Website Redesign—Overview: Laura Sauser, Community Manager introduced herself and reviewed the new website that will be launched the first week of September.

**UNFINISHED BUSINESS:**

- A. Branding/Marketing/Outreach/Visioning—Review Proposals: The board discussed the eight proposals received focusing on each firm's fees, and their different options and approaches to providing the requested service. Tom made a motion to reject all of the proposals. Dede seconded the motion. All voted in favor and the motion passed.
- B. Strategic Plan Quarterly Update: The board reviewed the update and appreciated the opportunity to review accomplishments.

**DIRECTOR'S REPORT:**

Julie is attempting to start a garden group to take responsibility for the gardens around the library. The library was forced to close early on Saturday, August 26<sup>th</sup> due to an electrical problem. She is still working on the artwork for the new book drop. The location of the book drop will be determined soon. Tom requested the reverse Open Access report and Julie hopes to provide that at the September board meeting.

Jerry made a motion to adjourn and Jeff seconded the motion. All voted in favor and the meeting was adjourned at 7:05 p.m.

Marva McCarty  
President

Attest: Susan Nass