

URBAN DALE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES
January 22, 2018

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

STAFF PRESENT: Julie Wells and Susan Nass

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

APPROVE AGENDA: Tom made a motion to approve the agenda. Jeff seconded the motion. All voted in favor and the motion passed.

APPROVE MINUTES: Diana made a motion to approve the December 18, 2017 minutes. Jerry seconded the motion. All voted in favor and the motion passed.

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

CITIZEN'S FORUM: None

UNFINISHED BUSINESS:

- A. Exterior Book Return: Julie presented the board with the final design and the location of the exterior book return to be placed at Webster Elementary School. Tom made a motion to approve the design and the location. Jeff seconded the motion. All voted in favor and the motion passed.
- B. FY18/19 Budget: Julie provided the board with the City's recommended FY18/19 budget for the Library. The recommended budget reflects an increase of \$110,525 from the Library's FY17/18 approved budget. Although staffing levels did not increase, \$91,546 of the \$110,525 is for increased personal costs-insurance, wages, etc. Greg made a motion to approve the recommended budget. Jerry seconded the motion. All voted in favor and the motion passed.
- C. Approve Revised Rules of Conduct Policy: City officials are reviewing an overall City policy prohibiting guns in City buildings. Therefore, Board action on the revision to the Library's Rules of Conduct policy has been postponed.

NEW BUSINESS:

- A. FY17/18 Enrich Iowa Requests: After reviewing the FY17/18 Enrich Iowa Requests, Greg made a motion to approve the First Tier for \$46,025 and \$2,700 out of the Second Tier. Tom seconded the motion. All voted in favor and the motion passed.

The following items are the approved requests:

- Steam Kits - \$1,000
- Services Intern - \$2,500
- Visitor Counter - \$2,500
- Service Department Work Space - \$2,700
- Music and Movement Program - \$3,000
- Exterior Signage Replacement Panels - \$4,000
- 1000 Books Before Kindergarten Program - \$5,325
- Collection - \$10,000

- Hoopla - \$15,000
- White Board Replacements - \$2,700

DIRECTOR'S REPORT:

Mike Nelson provided the vending machine statistics and revenue for October-December, 2017. Julie gave the statistics for Food for Fines and compared them to the last two years. Laura Sauser is hosting a memoir writing program. The Volunteer Fair was well attended and several commented that they would like this to be an annual event. A Thumbs UP Program is being planned and volunteers are being sought to maintain the garden areas. The Staff In-Service will be held on February 19th – board members are asked to RSVP by February 10th.

Greg made a motion to adjourn and Jeff seconded the motion. All voted in favor and the meeting was adjourned at 6:30 p.m.

Marva McCarty
President

Attest: Susan Nass