

**URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES  
May 21, 2018**

**MEMBERS PRESENT:** Jeff Merrill, Marva McCarty, Greg Ward, Diana Ripperger, and Dede Zaun

**STAFF PRESENT:** Julie Wells, Katherine Manion, and Susan Nass

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

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

**APPROVE MINUTES:** Jeff made a motion to approve the April 23, 2018 minutes. Greg seconded the motion. All voted in favor and the motion passed.

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

**CITIZEN'S FORUM:** None

**UNFINISHED BUSINESS:**

- A. Appointment of FY 18/19 Board Officers: Dede made a motion to appoint Greg as President, Jeff as Vice-President, and Diana as Secretary. Marva seconded the motion. All approved and the motion passed.

**NEW BUSINESS:**

- A. Appointment to the Foundation Board: Dede made a motion to appoint Greg to the Foundation Board. Jeff seconded the motion. All approved and the motion passed.

**DIRECTORS REPORT:** King Delivery made their first delivery to the library from the book return located at Webster Elementary. Promotion of the book return will be delayed a few months due to road construction. The library is preparing for summer reading activities and The Great American Reads campaign. The Urbandale Rocks! Event will be held on Saturday, June 2<sup>nd</sup> from 10:00 a.m. to noon.

Jeff made a motion to go into closed session to discuss Julie's performance evaluation. Greg seconded the motion. All approved and the motion passed. Jeff made a motion to go out of closed session. Dede seconded the motion. All approved and the motion passed. Jeff made a motion to adjourn and Greg seconded the motion. All approved and the motion passed. The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Marva McCarty  
President

Attest: Susan Nass