

URBANDALE PUBLIC LIBRARY FOUNDATION, INC.
MINUTES
September 28, 2020

Members Present: Diana Ripperger, Jeff Merrill, Greg Robinson, Marva McCarty, John Forbes, Steve Lytle, and Al Kaduce

Staff Present: Katherine Manion, Susan Nass, Laura Sauser

Call to Order: President John Forbes called the meeting to order at 5:00 P.M. John read the Character Counts Statement.

Citizen's Forum: None

Approve Agenda: Greg W. made a motion to approve the agenda. Steve seconded the motion. All voted in favor and the motion passed.

Approve Minutes: Diana made a motion to approve the June 22, 2020 minutes. Greg R. seconded the motion. All voted in favor and the motion passed.

Treasurer's Report: The Foundation members reviewed copies of the Statement of Assets, Liabilities and Fund Balance, Statement of Activities, General Ledger, and the Urbandale Public Library Endowment Fund Statement. Steve made a motion to approve the statement. Greg W. seconded the motion. All approved and the motion passed.

Unfinished Business:

A. Nominating Committee's Reports: The following were nominated for officers:

- President – Greg Robinson
- Vice-President – Greg Ward
- Treasurer – Al Kaduce
- Secretary – Marva McCarty

B. Election of Officers: Steve made a motion to approve the nominated officers. Diana seconded the motion. All voted in favor and the motion passed. Greg moved to extend Steve Lytle's expiring term. Greg Ward seconded the motion. All voted in favor and the motion passed. Steve Lytle made a motion to appoint Nathan Stelter to replace Don Brush on the Foundation Board. Greg Ward seconded the motion. All voted in favor and the motion passed.

C. Summer Reading Program Funding Update: Laura Sauser, Community Manager, reported on the activities over the summer at the library. All programs were moved online and there were 522 participants in the summer reading program. Laura requested to redirect remaining funds from the Foundation to purchase Wonder Books. Greg R. made a motion to approve this. Al seconded the motion. All voted in favor and the motion passed.

New Business:

A. 2020-2021 Fundraising Mailing Cost Estimate: Laura Sauser stated that the total estimated cost with postage for the fundraising mailing would be \$3,830.25. Al made a motion to approve that cost. Marva seconded the motion. All voted in favor and the motion passed. The Foundation discussed a different message strategy for the appeal letter due to the pandemic and the months of library closure. Laura agreed to mid-November for mailing the fundraising letter out to donors.

Greg W. made a motion to adjourn. Diana seconded the motion. All voted in favor and the meeting was adjourned at 5:25 p.m.

Respectfully submitted,

John Forbes
President

Attest: Susan Nass