

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
July 26th, 2021

MEMBERS PRESENT: Marva McCarty, Diana Ripperger, Tom Graves, Jeff Merrill

STAFF PRESENT: Nicholas Janning, Leslie Noble, Leah Cummings

CITIZENS PRESENT: None

CALL TO ORDER: Diana called the meeting to order at 5:34 PM. Jeff 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 to approve the agenda.

APPROVE MINUTES: Jeff made a motion to approve the June minutes. Marva seconded the motion. All voted in favor and the motion passed to approve the minutes.

CITIZEN'S FORUM: None

APPROVE BILL LIST: Marva 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.

UNFINISHED BUSINESS:

A. 2022-2026 Strategic Plan

- i. Update on Library Survey: The Strategic Plan Community Survey is now live and will run from July 23rd-August 13th. The survey is currently being promoted on the library's website but will soon be featured in the library's newsletter, targeted emails, city newsletter, city mailer, social media, as well as other establishments around Urbandale (Food Bank, Senior Center). So far, about 50 people have taken the survey.

The library will have a booth selling books, as well as promoting the community survey, at the City's upcoming National Night Out event (Aug. 3rd). Jim Cushing will attend an upcoming management staff meeting, as well the all-staff meeting scheduled for the end of August, to gather feedback from staff for the strategic plan.

B. Re-opening

- i. Restarting Remaining Services: The library is having a large book sale in meeting rooms A/B from August 4th-8th. Once the book sale is complete, the library will start accepting donations again from the public. The library is aiming to re-open meeting rooms after Labor Day and looking to begin kids programming in the meeting rooms with the start of the school year.

C. Fine-Free Policy Research

- i. Nicholas presented more fines free information to the Library Board. According to his research, 80% of fines are from overdue materials and 20% from lost or damaged items. The Board discussed the possibility of Urbandale going fines free or lowering the fines from the current .25 cents a day. The Board will keep brainstorming ideas on how to implement a fines-free policy. It is unlikely this will happen in this fiscal year but are hopeful it could be done in the future.

DIRECTOR'S REPORT

Nicholas introduced Leslie Noble, the library's new Assistant Director, to the Library Board. He also noted that Laura Sauser, the library's Community Manager, has accepted a new position as the director of the Wisconsin Library Association. Her job position is currently posted.

The library is averaging 425 visitors a day. The summer reading program is winding down and has been an overall success. Storytime in the Parks, as well as our other library programs, have been very well attended. The Friday Flicks program has started up again, and with the excessive heat the library is also open as a cooling center. The new hotspots that were recently added to the collection are very popular and circulating very well.

Tom moved and Jeff seconded a motion to adjourn. All voted in favor and the motion passed. The meeting adjourned at 6:21 PM.

Respectfully submitted,

Diana Ripperger
President

Attest: Leah Cummings