

GRIMES PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
March 19, 2019 at 5:30 PM
200 North James Street

The Grimes Public Library Board of Trustees met in regular session Tuesday March 19, 2019 beginning at 5:30 PM at the Grimes Public Library.

Trustees in attendance: Wanda Armstrong, Andrew Borcharding, Ann Haugland, and Gary Schroeder. Trustee Absent: Dr. Kristin Williamson. Staff members present: Jill Fisher, Cheryl Heid, Fionn Hutchins and Karalee Kerr. City Council Liaison present: Jeremy Hamp. Guests: City Council Member David Gish, City Staff Members Chief Jim Clark and Alex Pfaltzgraff, and OPN Architect Joe Feldmann.

1. Call to Order. The meeting was called to order at 5:30 PM by President Borcharding.
2. Roll Call.
3. Public Forum and Citizen Comments. No one was present to speak.
4. OPN Building Design Discussion. OPN Architect, Joe Feldmann presented a recap of the Library building design process and his firm's conceptual design for the building. Those in attendance selected two views of the building which will be incorporated in presentation materials for the April 9, 2019 City Council Meeting. Next steps in the development process were discussed including more detailed plans and preliminary project cost estimates.

Following this presentation and discussion, guests exited the meeting and the regular business meeting was conducted with Trustees and Staff members present.

5. Classroom Connect. Jill Fisher presented background information on an initiative to allow Dallas Center-Grimes School District staff and students access to the Library's online resources. Jill previewed the new website links she developed to facilitate access.
6. Consent Agenda. The consent agenda was unanimously approved on a motion by Wanda Armstrong seconded by Ann Haugland.
 - A. Minutes: Minutes from the February 19, 2019 regular meeting and the March 1, 2019 special meeting were unanimously approved on a motion by Gary Schroeder seconded by Ann Haugland.

7. Non-Consent Agenda

- A. Library Claims. March Library claims were presented. Following discussion, on a motion by Gary Schroeder seconded by Ann Haugland, the claims were unanimously approved.
- B. Loan Period Discussion. A proposal was presented to change loan periods for magazines, DVD/Blu-rays, TV shows on DVD and video games. Following discussion, the changes were unanimously approved on a motion by Wanda Armstrong, seconded by Ann Haugland.

6. Reports

A. Budget and Finance. The February 2019 Budget and Finance Report was presented. Total Library Services actual expenditures were underbudget by 6.4%.

B. Statistics. The Library statistical report was presented. Compared to the same period of the prior year, adult circulation increased by 12% while total children's circulation was down 6% and young adult circulation was down 3% both as a result of multiple inclement weather events. As a result, the Library's total circulation only increased by 2% over the same period last year.

7. Director's Report. Attendance at a variety of meetings and events was discussed. Plans are underway to install a Little Free Library and a Little Free Food Pantry on the Library grounds. Initial contact has been made with an organization that can facilitate building public support for a new library building. Updates to the disaster planning process, parking lot lighting, and security software were recently completed. A new audiobook provider is being investigated.

8. Friends of the Library. The Friends Foundation had a very successful B.I.G. event. Efforts to increase membership are underway.

9. Trustee Comments. There were no comments.

10. Jeremy Hamp, City Council Liaison, provided information about the City Council's strategic plan, an initiative to develop a city master facility plan, budget considerations and possible referendum for citizen's consideration of a Local Option Sales Tax

10. Adjournment: The next meeting will be April 16, 2019. Trustee's were reminded of the April 9, 2019 meeting with the City Council to present the preliminary Library Design. There being no additional business, the meeting was adjourned at 7:30 PM by President Andrew Borcharding.