

GRIMES PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 16, 2019 at 5:30 PM
200 North James Street

The Grimes Public Library Board of Trustees met in regular session Tuesday April 16, 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: Cheryl Heid and Karalee Kerr. City Council Liaison present: Jeremy Hamp. Guests: David Gish, Kelly Gish and Steve Leavitt.

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. David Gish, Kelly Gish and Steve Leavitt were in attendance to speak about the cost proposal for a new Library Building made by OPN Architects. Mr. Leavitt, a graduate engineer with 43 years-experience as a construction manager with firms building large commercial buildings, provided a review of the proposed costs and an alternate cost estimate. Following this presentation, the guests left the meeting and the regular business meeting was conducted with Trustees and Staff members present.
4. Consent Agenda. The consent agenda was unanimously approved on a motion by Gary Schroeder, seconded by Ann Haugland.
 - A. Minutes: Minutes from the regular March 19, 2019 meeting and the April 5, 2019 special meeting were unanimously approved on a motion by Wanda Armstrong seconded by Ann Haugland.
5. Non-Consent Agenda
 - A. Library Claims. April Library claims were presented. Following discussion, on a motion by Wanda Armstrong, seconded by Ann Haugland, the claims were unanimously approved.
 - B. Building Discussion. The presentation to the City Council of the Library building conceptual design and associated costs was discussed. Council members' comments and the presentation of an alternate cost estimate by Mr. Leavitt were considered. Potential future activities and actions were discussed. Valuable insight was provided by Council Representative, Jeremy Hamp.
6. Reports
 - A. Budget and Finance. The March 2019 Budget and Finance Report was not available at the time of the meeting.
 - B. Statistics. The Library statistical report was presented and discussed. Overall circulation increased 1% over the same time period in the prior year.

7. Director's Report. The Director's written report was presented and discussed.
8. Friends of the Library. The Friends organization is planning for a bingo concession at the Governor's Day event. The group's participation in the Taste of Grimes event was successful.
9. Trustee Comments. There were no comments.
10. Jeremy Hamp, City Council Liaison, provided information about the City Council's strategic plan and the process for receiving updated information.
11. Adjournment: The next meeting will be May 21, 2019. There being no additional business, the meeting was adjourned at 7:02 PM by President Andrew Borcharding.