

GRIMES PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
May 21, 2019 at 5:30 PM
200 North James Street

The Grimes Public Library Board of Trustees met in regular session Tuesday May 21, 2019 beginning at 5:30 PM at the Grimes Public Library.

Trustees in attendance: Andrew Borcharding, Ann Haugland, Gary Schroeder and Dr. Kristin Williamson. Trustee Absent: Wanda Armstrong. Staff members present: Cheryl Heid and Karalee Kerr. City Council Liaison present: Jeremy Hamp.

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. Councilman Jeremy Hamp discussed the Local Option Sales and Services Tax (LOSST) initiative and implications for a new library facility. The city and Library employees are not permitted to advocate for LOSST but are allowed to provide facts regarding the initiative in response to inquiries. A vote on the tax is scheduled for August 6, 2019.
4. Consent Agenda. The consent agenda was unanimously approved on a motion by Gary Schroeder, seconded by Ann Haugland.
 - A. Minutes: Minutes from the April 16, 2019 meeting were unanimously approved on a motion by Ann Haugland seconded by Kristin Williamson.
5. Non-Consent Agenda
 - A. Library Claims. Library claims were presented. Following discussion, on a motion by Gary Schroeder, seconded by Kristin Williamson, the claims were unanimously approved.
 - B. Library Vision 2020-2023. A new strategic plan for the Library's future will be prepared over the next several months. Methods to gain public input regarding library services were discussed. Trustees were invited to submit ideas for the plan. The Library accreditation process requires a new plan every five years with a major update at the third-year mark.
 - C. LOSST Discussion. Library staff members are being educated regarding appropriate responses to patrons' inquiries regarding the tax referendum. Cheryl reported a position paper, fact sheet and answers for frequently asked questions are being prepared.
 - D. Building Discussion. A revised proposal from OPN reducing both the size of the planned Library facility and cost reductions was discussed. A proposal from Invision, another architectural firm, and a related cost comparison prepared by Steve Leavitt was also discussed. No further attention will be given to architects until the LOSST referendum is completed.
 - E. Salary Study Results. A review of city staff salaries is underway; however, no results were available for consideration at the Trustee's meeting.

6. Reports

A. Budget and Finance. The April 2019 Budget and Finance Report was presented and discussed.

B. Statistics. The Library statistical report was presented and discussed. Overall circulation decreased compared to the same reporting period in the prior year. Inclement weather is the likely cause.

7. Director's Report. The Director's report was presented and discussed.

8. Friends of the Library. The Friends will have a bingo concession at the upcoming Governor's Day event.

9. Trustee Comments. There were no comments.

10. Adjournment: The next meeting will be June 18, 2019. Election of officers will take place. There being no additional business, the meeting was adjourned at 6:40 PM by President Andrew Borcharding.