

GRIMES PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
June 24, 2019 at 6:00 PM
200 North James Street

The Grimes Public Library Board of Trustees met in regular session Monday June 24, 2019 beginning at 6:00 PM at the Grimes Public Library.

Trustees in attendance: Andrew Borcharding, Ann Haugland and Gary Schroeder. Trustees Absent: Wanda Armstrong and Dr. Kristin Williamson. Staff member present: Karalee Kerr. Others in Attendance: Erik Fisk, City of Grimes Human Resources Director, David Gisch and Kelly Gisch.

1. Call to Order. The meeting was called to order at 6:00 PM by President Borcharding.
2. Roll Call.
3. Public Forum and Citizen Comments. No one was present to speak.
4. Consent Agenda. The consent agenda was unanimously approved on a motion by Gary Schroeder, seconded by Ann Haugland.

A. Minutes: Minutes from the May 21, 2019 meeting were unanimously approved on a motion by Ann Haugland seconded by Gary Schroeder.

5. Non-Consent Agenda

The meeting agenda was reviewed and unanimously modified moving item "D." to "A." and adding a new item "E. Introduction of Kazek Israni-Winger" on a motion by Ann Haugland, seconded by Gary Schroeder

- A. Kelly Gisch Discussion: Summer Reading Program. Kelly Gisch, a Library employee, presented a request that Trustees reconsider the existing prohibition against Library employee's children being allowed to receive grand prizes for participating in the Summer Reading Program. David Gisch added further comments related to the matter. Trustees asked for a written copy of Mrs. Gisch's remarks which will be sent to all Trustees for consideration at the next meeting.
- B. Library Claims. Library claims were presented, discussed and unanimously approved on a motion by Ann Haugland, seconded by Gary Schroeder.
- C. Salary Study Discussion. Erik Fisk, Human Resources Director for the City of Grimes, presented an overview of a recently completed City of Grimes Employee Classification and Compensation study. As a result of the study, salary adjustments were proposed for salaried Library positions. Following discussion, a motion was made by Gary Schroeder to accept the proposed salary ranges and to adjust salaries as recommended recognizing that the City will adjust the Library budget to accommodate the salary increases, seconded by Ann Haugland and unanimously approved.
- D. Job Descriptions. Job descriptions, revised according to the recently completed City of Grimes Classification and Compensation Study, were presented for consideration. Following discussion, on a motion by Gary Schroeder, seconded by Ann Haugland, the job descriptions were unanimously approved.

- E. Introduction of Kazek Israni-Winger. Karalee Kerr introduced Kazek Israni-Winger who has been videotaping a promotional video for Library services. Mr. Israni-Winger previewed a preliminary version of the video for Trustees information.
- F. Officer Election. A proposed slate of Library Trustee officers for the 2019-2020 fiscal year was presented for consideration including Gary Schroeder-President, Ann Haugland-Vice President and Wanda Armstrong-Secretary. A motion was made by Ann Haugland to close and approve the slate, seconded by Gary Schroeder and unanimously approved.
- G. Budget Amendment. Action on a budget amendment was tabled until the next meeting.

6. Reports

- A. Budget and Finance. The May 2019 Budget and Finance Report was presented and discussed.
 - B. Statistics. The Library statistical report was presented and discussed. Overall circulation increased 11% in all categories compared to the same period last year and total patrons increased by 19% compared to the same period last year.
7. Directors Report. The Director's report was presented. Trustees commented on closing the Library to permit employees to attend a combined Iowa Library Association-Nebraska Library Association meeting in Omaha on October 3, 2019. A decision will be made at a future meeting when more information is available.
8. Friends of the Library. The Friends had a very successful bingo concession at the Governor's Day event.
9. Trustee Comments. Ann Haugland is a member of a local committee promoting the LOSST initiative. Committee activities to support the upcoming LOSST referendum were discussed.
10. Adjournment: The next meeting will be July 16, 2019. There being no additional business, the meeting was adjourned at 7:40 PM by President Andrew Borcharding.