

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

The Grimes Public Library Board of Trustees met in regular session Tuesday July 16, 2019 beginning at 5:35 PM at the Grimes Public Library.

Trustees in attendance: Andrew Borcharding, Ann Haugland, Gary Schroeder, Dr. Kristin Williamson and Wanda Armstrong. Staff members present Cheryl Heid and Karalee Kerr. City Council Liaison absent: Jeremy Hamp. Guests: Denise Bickford, Friends of the Library Representative and LOSST representative.

1. Call to Order. The meeting was called to order at 5:35 PM by President Gary Schroeder.
2. Roll Call.
3. Public Forum and Citizen Comments: See Item B below.
4. Consent Agenda. The consent agenda was unanimously approved on a motion by Wanda Armstrong seconded by Andrew Borcharding.
 - A. Minutes: After a question about the written copy of Mrs. Gisch's remarks that was to be sent to all trustees, the minutes from the June 24, 2019 were unanimously approved on a motion by Wanda Armstrong seconded by Andrew Borcharding.
5. Non-Consent Agenda: Note: based on questions before prior minutes approved, President Schroeder recommended adding an additional item (D) to the consent agenda. Motion was made by Andrew Borcharding and seconded by Dr. Kristin Williamson to add D. Gisch Summer Reading Prize concerns. Motion was unanimously approved.
 - A. Library Claims. Library claims were presented. Following discussion, on a motion by Wanda Armstrong seconded by Andrew Borcharding, the claims were unanimously approved.
 - B. LOOST update: Denise Bickford gave an update on the Local Option Sales and Services Tax (LOSST) initiative. A vote on the tax is scheduled for August 6, 2019
 - C. Cheryl updated board in regard to library goals for City Strategic Plan. Form that will be used for this was part of the board packet. She will be working on short term goals as well as long term goals—setting 3-5 year goals. She will keep the board informed as this develops.
 - D. Gisch Family concerns about the policy regarding staff and their families winning the grand prizes of our reading programs. After much discussion on this topic, board decision was to keep the policy as it currently is. However, Cheryl was instructed to come up with a separate plan that would be offered for staff and family with funding for these prizes to hopefully come from Friends of the Library.

6: Reports

- A. Budget and Finance. Budget report for new fiscal year does not reflect any transactions yet. End of fiscal year report not received as of this date.
- B. Statistics. The library statistical report was presented and discussed.

7. Directors Report. The Directors report was presented.

8. Friends of the Library. Denise Bickford reported that they have had no recent meetings since the successful bingo concession held during Governor Days.

9. Trustee Comments. Andrew Borcharding advised President Schroeder that Cheryl's yearly review is due this month. Advised that we check with City Hall to see what Eric has in regard to evaluations as we have used the same form for several years now.

10. Adjournment: The next meeting will be August 20, 2019. There being no additional business, the meeting was adjourned at 6:35 PM by President Gary Schroeder

Respectfully submitted: Wanda Armstrong, Board Secretary.