

GRIMES PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
October 29, 2019 at 6 PM
200 North James Street

The Grimes Public Library Board of Trustees met in regular session Tuesday, October 29, 2019 beginning at 6:00 PM at the Grimes Public Library.

Trustees in attendance: Gary Schroeder, Ann Haugland, and Andrew Borcharding. Staff members present: Cheryl Heid and Karalee Kerr.

1. Call to Order. The meeting was called to order at 6:00 PM by President Gary Schroeder.
2. Roll Call.
3. Public Forum and Citizen Comments: No one present to speak.
4. Consent Agenda. The consent agenda was unanimously approved on a motion by Ann Haugland, seconded by Andrew Borcharding.
 - A. Minutes: The minutes from the September 17, 2019 board meeting and September 30, 2019 special board meeting were reviewed and unanimously approved on a motion by Ann Haugland, seconded by Andrew Borcharding.
5. Non-Consent Agenda:
 - A. Library Claims. Library claims were presented. Following discussion, on a motion by Ann Haugland, seconded by Andrew Borcharding, the claims were unanimously approved.
 - B. Demonstrations of support for library build. Cheryl indicated that several grants that we will be applying for require evidence of community support as part of the application process. Board members presented several ideas. The library will host a photo booth at the Chamber's Holiday Celebration at the GCC on December 8, 2019.
 - C. Building Discussion. Cheryl reviewed the building timeline and upcoming meeting of the planning committee. Decision to build one versus two story building was discussed.
 - D. Strategic Plan. Cheryl will take city strategic plan and incorporate it into the Library's strategic plans.
 - E. Budget FY21. Cheryl discussed adding a part time position to help with technical services. Discussion about adding Envisionware pieces to help prepare for the move to a new building. Cheryl and Gary will meet with Jake and Marci to go thru budget to free up time at City Council presentation.
 - F. Community Outreach discussion. Cheryl asked for the board's guidance regarding memberships to service organizations. Board members noted that if staff is

required to join organizations as part of their job the library should pay the membership fees.

6: Reports

A. Budget and Finance. Budget report was presented and discussed.

B. Statistics. The library statistical report was presented and discussed. Total circulation is up 3% as compared to the same period last year.

7. Directors Report. The Directors report was presented.

8. Friends of the Library. There were no updates from the Friends of the Library group.

9. Trustee Comments. There were no additional comments.

10. Adjournment: The next meeting will be Monday, November 25th at 6pm. There being no additional business, the meeting was adjourned at 7:41pm by President Gary Schroeder