

GRIMES PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 21, 2020 at 5:00 PM
200 North James Street

The Grimes Public Library Board of Trustees met in regular session Tuesday, January 21, 2020 beginning at 5:00 PM at the Grimes Public Library.

Trustees in attendance: Gary Schroeder, Ann Haugland, Jeremy Hamp, Erin Leifker, and Chuck Strutt. Staff members present: Cheryl Heid and Karalee Kerr.

1. Call to Order. The meeting was called to order at 5:04 PM by President Schroeder.

2. Roll Call.

3. Public Forum and Citizen Comments. No one was present to speak.

4. Approval of the Consent Agenda. The consent agenda was unanimously approved on a motion by Jeremy Hamp, seconded by Erin Leifker.

- A. Minutes of previous monthly meeting. The minutes from the December 19th board meeting were reviewed and unanimously approved on a motion by Ann Haugland, seconded by Erin Leifker.

5. Non-Consent Agenda

- A. Bill approval. December library claims were presented. Following discussion, on a motion by Erin Leifker, seconded by Chuck Strutt, the claims were unanimously approved.
- B. Library Board Trustee Introductions. President Schroeder thanked and welcomed the new board members. All staff and trustees introduced themselves and shared a bit of their backgrounds.
- C. Library Board Trustee training and expectations. President Schroeder outlined general expectations of the board members. It was agreed that board meetings will be held on the third Tuesday of every month at 5:00 pm.
- D. Budget amendment. Cheryl asked that this item be tabled until the February board meeting. Due to ongoing contract negotiations with Rural Polk County this amount has not been finalized.

6. Reports

- A. Budget and Finance. The December 2019 Budget and Finance Report from City Hall was not available at this time. Cheryl presented the library's record of expenditures which are at 53.7%; approximately 54.2% of the fiscal year has elapsed.
- B. Statistics. The Library statistical report was presented. Compared to the same period of the prior year total circulation was up 2%.

7. Director's Report. Cheryl updated the board on Winter Reading Program statistics. The library will have a designated computer for people to fill out their census information. Twenty-six people applied for the Head of Circulation position, and Benjamin Anderson was selected for the position. He will begin on March 3, 2020. A pipe froze and caused a significant amount of flooding on January 20th while we were closed. The library is experiencing technical difficulties with hoopla but staff is working with them to resolve the problem. Staff is weeding the fiction section.

8. Friends of the Library. Cheryl gave a brief explanation of the Friends group and gave examples of items they have funded for the library.

9. Trustee Comments. Cheryl presented the new board members with copies of the current Library Policy book, the Trustee's Handbook from the State Library of Iowa, some upcoming important events for the library and city, and plans for the new library building.

10. Adjournment: The next meeting will be February 18, 2020. There being no additional business, the meeting was adjourned at 7:09 PM by President Schroeder.