

BOARD OF TRUSTEES MEETING
October 20, 2020 at 5:00 p.m.
200 N James Street

Due to the Covid-19 Crisis, this meeting will be held via Zoom.

Meeting ID: 929 9839 9972

Passcode: 916319

1. Call to Order

Meeting Called to Order by President Schroeder at 5:03 PM

Present: Director Heid, Asst. Director Kerr, President Schroeder, Vice President Haugland, Secretary Hamp, Trustee Leifker, Trustee Strutt, and Council Member Johansen

2. Public Forum & Citizen Comments

- A. Public Forum "Those people wishing to address the Board need to sign up on the sheet which has been provided. Each person will be allowed three minutes and may address no more than two issues per Grimes Rules of Procedures for Conduct of City Business." – May 2005

Council Member Johansen was present to provide an update on the completion of strategic planning.

Preliminary output has the design and funding mechanism for the future Grimes Public Library as a top priority. Future discussions will need to occur at the council level to firm up the approach specific to the funding mechanism. Due to the economic environment (COVID-19), the original plan must change. Other priorities include:

- Splash pad
- Trail connection to the High School and Dallas Center
- Tax Rate
- Overall budget
- Additional / future projects balanced against tax levy rate
- Fire Service
- Annexation
- Westward sanitary sewer analysis (impact to future growth)
- Zoning Ordinances (minimum standards)
- DART

Questions posed around overall commitment from the council to the project as well as timeline of decisioning to the financial commitment from the city.

3. Approval of Agenda

Agenda was reviewed and approval was moved by Strutt and seconded by Leifker. All ayes.

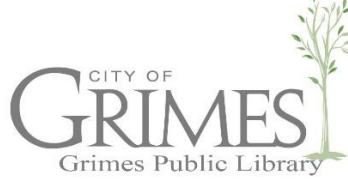
4. Approval of Previous Meeting Minutes

Previous meeting minutes reviewed and approval was moved by Leifker and seconded by Hamp . All ayes.

5. Approval of Library Claims

Library claims reviewed by the board and approval was moved by Haugland and seconded by Leifker. All ayes.

6. Review of Continuing Education requirements of Grimes Public Library Board of Trustees



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CE requirements discussed by Director Heid. As part of our accreditation, each library board of trustees must participate by pursuing 3-5 hours of continuing education per year. There are several ways to attend approved CE courses that are included in the board packet. Additionally, Director Heid will send out additional links for CE opportunities.

We can send any documentation to Director Heid showing completion and we can notate in the meeting minutes to account for documentation to satisfy the reporting requirements. The CE credits are counted on a calendar year and are required for 2020.

7. Loan Period Chart amendment

Loan period chart reviewed by Director Heid. Portable DVD players are being removed from circulation and will be replaced by the Makerspace Kits. Once the library is fully reopened, the Makerspace Kits will be removed from the loan chart and brought back into the library.

A motion to approve the removal of the portable DVD from the loan chart and temporarily replaced by the Makerspace Kits until such time Director Heid determines appropriate based upon COVID-19 impacts to the operation of the Grimes Public Library was presented and moved by Hamp and seconded by Leifker. All ayes.

8. Reports

- A. Budget and Finance
- B. Statistics

9. Covid-19 Update and Director's Report

Director Heid provided an overview and update on the library operations through her Director's report.

10. Friends of the Library Update

No meeting or update

11. Trustee Comments

President Schroeder has completed 5 hours of CEUs.

Trustee Strutt has completed 8.5 hours of CEUs, significantly exceeding the minimum expectation.

12. Adjournment

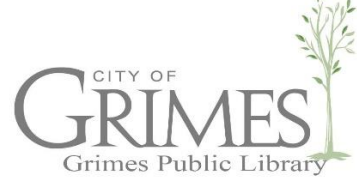
Leifker moved to adjourn at 6:10 PM and seconded by Haugland.

Posted: www.grimeslibrary.org

Grimes Public Library

Upcoming Meeting Schedule

November 17, 2020
December 15, 2020
January 19, 2021
February 16, 2021
March 16, 2021
April 20, 2021
May 18, 2021
June 15, 2021
July 20, 2021



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August 17, 2021

September 21, 2021

October 19, 2021

November 16, 2021

December 21, 2021