

# Grimes Public Library Board of Trustees



200 N James St  
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grimeslibrary.org

**Director** | Cheryl Heid

**Library Board** | Gary Schroeder, Ann Haugland, Charles Strutt, Erin Leifker

## BOARD OF TRUSTEES REGULAR MEETING October 19, 2021 at 5:00 p.m.

### Trustees:

President Gary Schroeder

Vice-President Ann Haugland, absent

Secretary Charles Strutt

Trustee Erin Leifker

City Council Liaison Eric Johansen

### Staff:

Library Director Cheryl Heid

Assistant Director Karalee Kerr

**1. Call to Order.** Following proper notice and with a quorum present, President Schroeder called the meeting to order at 5:01 pm.

**2. Public Comments.** No public member appeared to speak.

**3. Approval of Agenda.** On a motion by Strutt, seconded by Leifker, the agenda was unanimously approved.

**4. Approval of Previous Meeting Minutes.** On a motion by Strutt, seconded by Leifker, the minutes of the September 21, 2021 meeting were unanimously approved.

**5. Approval of Library Claims.** On a motion by Leifker, seconded by Strutt, the Board unanimously approved the claims submitted for October.

**6. Approval of 2022 Holiday Hours.** On a motion by Leifker, seconded by Strutt, the Board unanimously approved the library holiday hours schedule for 2022.

**7. Building Update.** Director Heid updated the Board on her meetings with Weitz including planned changes for the bid process, which is expected to move forward in early November, 2021. Cost savings were also reviewed (e.g., replacing wood panels with acoustic panels). Weitz also developed some bid alternates as a contingent if material prices do continue to rise.

**8. Reports.** The Board reviewed the following reports.

A. Budget and Finance.

B. Statistics.

C. Board Continuing Education Report. Chair Schroeder reminded all members to complete their required CEU's and to review the new Iowa Library Trustee's Handbook. Chair Schroeder reported he read the Trustee's Handbook for three hours of CE credit.

D. Director's Report.

E. Fundraising Report. Director Heid advised of work on two potential large donors.

**9. Friends of the Library Update.** Responding to City Council Liaison Johansen, Director Heid advised that the library will send notices to past donors about timing for tax deductions.

**10. Adjournment.** The President adjourned the meeting at 5:29 pm.

By   
Charles Strutt, Board Secretary