

Grimes Public Library

Board of Trustees



200 N James St
Grimes, IA 50111
Phone | 515.986.3551
grimeslibrary.org

Director | Cheryl Heid

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

BOARD OF TRUSTEES REGULAR MEETING April 19, 2022 at 5:00 p.m.

Trustees:

President Gary Schroeder
Vice-President Ann Haugland
Secretary Charles Strutt

Trustee Erin Leifker, absent
Trustee Lynh Patterson
City Council Liaison Eric Johansen, absent

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 5:00 pm.

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

3. Approval of Agenda. On a motion by Haugland, seconded by Patterson, the agenda was unanimously approved.

4. Approval of Previous Meeting Minutes. On a motion by Haugland, seconded by Strutt, the minutes of the March 15, 2022 meeting were unanimously approved.

5. Approval of Library Claims. On a motion by Patterson, seconded by Haugland, the claims submitted for the April meeting were unanimously approved.

6. Approval of Updated Policies.

a. Meeting Room Policy. On a motion by Haugland, seconded by Patterson, with an amendment by Patterson to change "contained" to "keep" and a request by Schroeder to confirm that political meetings are not prohibited on public property, the policy was unanimously approved.

b. Library Closure Policy. On a motion by Strutt, seconded by Patterson the policy was unanimously approved.

7. Reports, including member CEU report. The Board reviewed the following reports:

(A) Budget and Finance.

(B) Statistics. Director Heid polled the Board members about their uses of the report and advised of some possible changes in the future.

(C) Board Continuing Education Report. President Schroeder reported his attendance at the following CEU events: Customer Service Strategies (1 hr), Young Adult Services (2 hrs), Ethics and Public Service (2 hrs).

(D) Director's Report. Director Heid advised the Board of the resignation of staff member Kristen Larsen. She also updated the Board of her plan to arrange for a speaker for staff training with the session to be held at the new library building and to invite staff from other local libraries to attend. The Board was advised that an artist has been commissioned to create prints of the new library building to be given as a gift to significant donors at the groundbreaking ceremony.

(E) Accreditation Update. Director Heid asked the Board members to complete forms for the city's strategic plan, which will also be used for the library's strategic plan for the State Library's accreditation requirement.

(F) Fundraising Report.

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(G) Friends of the Grimes Public Library Report.

8. Trustee Comments. President Schroeder asked the members to consider whether another night of the week is more appropriate for the regular meeting. He also asked that the members keep the director advised of their planned attendance at city council meetings.

9. Adjournment. There being no further agenda items, the President adjourned the meeting at 6:05 pm.

By: Charles Strutt, Board Secretary