



**200 N James St., Grimes, IA 50111 Phone 515.986.3551, Fax 515-986-9553**

**GRIMES PUBLIC LIBRARY**

Monthly Grimes Public Library Board of Trustees Meeting

Grimes Public Library

Library Board: Wanda Armstrong (President), Dr. Kristin Williamson, Aaron Chittenden (Vice President),  
Andrew Borcharding (Secretary), Linda Threlkeld

Library Director: Cheryl Hyde

The regular meeting of the Grimes Public Library Board of Trustees was called to order by President Wanda Armstrong at 5:30 pm.

Roll Call: Wanda Armstrong, Andrew Borcharding, Karalee Kerr, Aaron Chittenden, Kristen Williamson, Cheryl Hide, Doug Bickford

Absent: Linda Threlkeld

Guests: Nicole Smith

**AGENDA** for August, 27, 2015; 5:30pm; at the Grimes Public Library

1. Call to Order

2. Roll Call

3. Approval of the Agenda

Moved by Aaron Chittenden, Seconded by Andrew Borcharding. The agenda shall be approved.  
All ayes.

4. Approval of the Consent Agenda

A. Minutes of Previous Monthly Meeting

B. Bills

Moved by Aaron Chittenden, Seconded by Andrew Borcharding

5. Correspondence and Communications

Starting to keep track of patron comments and will review them at the board meetings each month.

**PUBLIC FORUM**

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

Nicole Smith is here and will talk during the friends section.

**BOARD DISCUSSIONS**

6. New Business

A. Strategic Planning Process and Survey

Oct 26<sup>th</sup> and 29<sup>th</sup> as some tentative dates for the community meetings. They will last about 2 hours



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to discuss missions and goals. Doug mentioned that the 29<sup>th</sup> is school conferences so might want to reschedule that night. Part of this process Cheryl would also like to do a community survey. Will get a form letter out to start getting that list built.

**B. Website Update**

Everything is looking good; waiting on a final date for completion. Still need to get a few final things approved and sent back.

**C. Youth Services Report**

Got a great report about the summer reading program. Great to see some positive numbers and a good increase from the past year. Will try and get these updates every quarter for the board. Jill is taking charge on the Adult Programming. Talking about adding in some family programming as well. Will continue to review and update, making additions as needed.

**D. New Board Member**

Discussion around a replacement for Aaron after he resigns.

**7. Old Business**

**A. Kelley responded to meeting with the council request**

Will get that scheduled in the future with the council.

**B. Reception went well**

Reception went great for Karla, turn out was good and she was very happy.

**C. Director's Goals – when would you like me to speak to the Council?**

Would like to meet before the end of the year or early January.

**D. Job Descriptions**

Cheryl has a rough draft completed and Jill is reviewing them. Hope to have them done by the next board meeting so we can review. Policies will also be done at the same time; circulation will be the main focus then will work on the privacy policy.

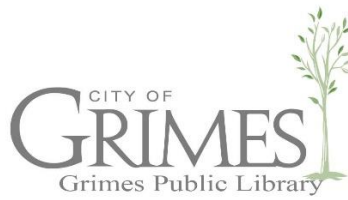
**8. Reports**

**A. Budget and Finance – Nothing to report**

**B. Statistics – Reviewed Numbers from prev. year**

**9. Directors Report**

Included in her typed out report



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**10. FRIENDS OF THE GRIMES PUBLIC LIBRARY REPORT**

Nicole Smith was present from the Friends Group. Just to observe a bit how we ran the meetings and also just for general Discussion. She also discussed some ideas they had moving forward. Andrew Borcharding will be the new Liaison to the Friends Group with Aaron leaving in the near future.

**11. Trustee Comments**

None

Next tentative scheduled meeting: Thursday, Sept 17, 2015, 5:30pm.

Meeting adjourned at 7:07pm by Wanda Armstrong.