

GRIMES PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
June 14, 2017 at 5:30 PM
200 North James Street

The Grimes Public Library Board of Trustees met in regular session Wednesday June 14, 2017 beginning at 5:30 PM at the Grimes Public Library.

Trustees in attendance: Andrew Borcharding, Gary Schroeder and Dr. Kristin Williamson.
Absent: Wanda Armstrong, Ann Haugland and Council Representative Ty Blackford. Staff members present: Cheryl Heid and Karalee Kerr.

1. Call to Order. The meeting was called to order at 5:37 PM by President Borcharding.
2. Roll Call.
3. Public Forum and Citizen Comments. No one was present to speak.
4. Consent Agenda. The meeting agenda was unanimously approved on a motion by Kristin Williamson, seconded Gary Schroeder. Minutes from the May 23, 2017 meeting were unanimously approved on a motion by Kristin Williamson seconded by Gary Schroeder.
5. Non-Consent Agenda
 - A. Library Claims. Library claims were considered including items purchased but for which invoices have not yet been received. Claims were unanimously approved on a motion by Gary Schroeder, seconded by Kristin Williamson.
 - B. Strategic Plan Update. Cheryl Heid presented proposed updates to the Strategic Plan based on completion of certain components, needed wording changes and changing priorities. Trustees discussed the changes. Following discussion on a motion by Kristin Williamson, seconded by Gary Schroeder, a unanimous decision was made to table action on the plan until a final document is available for consideration.
 - C. Election of Officers. A slate of officers for the Library Board of Trustees was presented for consideration. Those nominated for the 2017-2018 term included Andrew Borcharding, President; Ann Haugland, Vice President; and Gary Schroeder, Secretary. Following discussion on a motion by Kristin Williamson, seconded by Gary Schroeder, the slate of officers was unanimously approved.
6. Reports
 - A. Budget and Finance. The May 2017 Budget and Finance Report was presented. Current expenditures are 3.3 % below budget expectations.
 - B. Statistics. Library use statistics were reviewed. Demand for Library services increased by 3% compared to the same period one year ago. Services provided to children have stabilized and are expected to increase next month due to newly implemented programs.
7. Director's Report

- A. Technology Update. New computers and portable devices have been ordered to replace outdated equipment and to expand staff availability. A self-checkout module has been ordered.
 - B. Programming Update. The summer reading program is off to a good start with enrollment exceeding expectations. The Block-a-thon was well received. The Library will transition from EBSCO to GALE on July 1.
 - C. Building and Grounds. A bench for Wanda Gilligan has been ordered for the butterfly garden.
 - D. Staff. Mandi will transition to full time on July 3. Vacancies were discussed. Staff training has been completed for the summer reading program.
 - E. Events and Meetings. Cheryl will attend ALA, chaired a meeting in Homestead, Iowa, and will meet with other directors of libraries classified as "E" and "F". Parking problems persist on nights when games and the Farmer's Market are held.
8. Friends of the Library. Friends sponsored the bingo concession on Governor's Day with City Council members providing assistance. Planning is underway for the 5 K run later in the summer.
9. Trustee Comments. None
10. Adjournment: The meeting was adjourned at 6:45 PM by Andrew Borcharding.

6/15/2017