

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, Lynh Patterson, David Brahn

BOARD OF TRUSTEES REGULAR MEETING Dec 20, 2022 at 5:00 p.m.

Trustees:

President Gary Schroeder
Vice-President Ann Haugland
Secretary Charles Strutt

Trustee Lynh Patterson
Trustee David Brahn
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 Patterson, seconded by Haugland, the agenda was unanimously approved.

4. Approval of Previous Meeting Minutes. On a motion by Strutt, seconded by Brahn, the minutes of the November 28, 2022 meeting were unanimously approved.

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

6. Discussion of 2023 Council Meetings. Director Heid advised Board members of planned 2023 City Council meetings. President Schroeder asked that all members endeavor to attend the meetings and asked Director Heid to survey the members for their availability.

7. Update to Board Information Policy. The Board was provided a copy of the of the Information Policy. On a motion by Haugland, seconded by Brahn, the Board unanimously approved the policy.

8. Update & Approve Closure Policy. Director Heid provided an update to the library closure policy. On a motion by Strutt, seconded by Brahn, the Board unanimously approved changes to the Closure Policy introduced at the meeting to make all 2023 library closures consistent with City closures, including to make Veteran's Day consistent with the City closures, amending a previous action.

9. Review & Approve Strategic Plan. On a motion by Brahn, seconded by Patterson, the Board unanimously approved the proposed Strategic Plan with a suggestion to evaluate adding a story board walk.

10. Reports. The Board reviewed the following reports: (A) Budget and Finance; (B) Statistics; (C) Board Continuing Education Report [Patterson reported attending Intellectual Freedom, Censorship, and Confidentiality webinar (1.5 hours)]; (D) Director's Report; (E) Fundraising Update; (F) New Building Project Update, President Schroeder updated the Board on his visits to the site and meetings with the construction crew, advising that winter concrete will be poured within a few weeks to be followed by external framing; (G) Friends of the Grimes Public Library Report.

11. Adjournment. There being no further agenda items, the President adjourned the meeting at 5:50 pm.

By: Charles Strutt, Board Secretary