

Grimes Public Library

Board of Trustees



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

Director | Cheryl Heid **Assistant Director** | Karalee Kerr
Library Board | Gary Schroeder, Ann Haugland, Charles Strutt, Lynh Patterson, David Brahn

BOARD OF TRUSTEES REGULAR MEETING May 16, 2023 at 5:00 p.m.

Trustees:

President Gary Schroeder	Trustee Lynh Patterson
Vice-President Ann Haugland, absent	Trustee David Brahn
Secretary Charles Strutt	City Council Liaison Eric Johansen, absent

Staff:

Library Director Cheryl Heid

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 Forum & Citizen Comments. No public member appeared to speak.

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

4. Approval of Previous Meeting Minutes. On a motion by Patterson, seconded by Brahn, the minutes of the April 18, 2023 meeting were unanimously approved.

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

6. Staff Introduction. Director Heid introduced Roxanne Hauge, an associate at the library.

7. Discussion and Approval of Interlibrary Loan Policy. On a motion by Strutt, seconded by Brahn, the Board unanimously approved the Interlibrary Loan Policy with a correction.

8. Discussion Friends Liaison Role. Board President Schroeder asked that Board Members take turns attending the Friends meetings and directed Director Heid to send out a calendar seeking volunteers for specific dates. The meetings start a 6:00 pm on the first Tuesday of every month.

9. Reports. The Board reviewed the following reports: (A) Budget and Finance; (B) Statistics; (C) Board Continuing Education Report [See Attachment]; (D) Director's Report; and (E) Building Report. Board President Schroeder advised the Board that roofing is complete. Duct work will be completed along with support blocking installed behind walls for planned devices. Schroeder reported that the elevator is to be installed on June 12 and that outside electrical panels can be installed after brick is in place. He identified a problem with brick delivery and solutions developed by staff to allow the project to proceed without delay. A city site visit is planned for 4:30pm next Tuesday before the council meeting. Attendees can park in the adjacent worker lot.

X. Adjournment. There being no further agenda items, the President adjourned the meeting at 5:57 pm.

By: Charles Strutt, Board Secretary

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Continuing Education (CE) Credit Reports

Board member David Brahn
completed the book "Overdue" by Amanda Oliver for 3 hrs credit.

DRAFT