

# 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 June 20, 2023 at 5:00 p.m.

#### Trustees:

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

#### 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 5:05 pm.

**2. Public Forum & Citizen Comments.** No public member appeared to speak.

**3. Approval of Agenda.** On a motion by Brahn, 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 May 16, 2023 meeting were unanimously approved.

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

**6. Staff Introduction.** Director Heid introduced Cynthia Dobbs, working the circulation desk.

**7. Discussion and Approval of Loan Period Chart; Sex Offender, Fee Schedule, and Weather Policies.** On a motion by Brahn, seconded by Haugland, the Board unanimously approved the three proposed policies with some changes.

**8. Nominations.** By unanimous consent, the members agreed to place the current office holders into nomination to retain their current positions. The vote will be held at the July meeting.

**9. Polk County Service Contract.** The Board reviewed and discussed the agreement with Polk County to provide library services for rural Polk County residents. On a motion by Strutt, seconded by Brahn, the Board unanimously approved the contract.

**10. Reports.** The Board reviewed the following reports: (A) Budget and Finance; (B) Statistics; (C) Board Continuing Education Report - see attachment; (D) Director's Report; (E) Building Report (Board President Schroeder advised the Board that brick and glazing are nearly finished, plumbing is scheduled for completion, elevator installation is planned for mid-July, and HVAC units are installed on the roof); and (F) Friends Update, Director Heid updated the Board on the earnings of the food truck event, bingo, and plans for future events.

**11. New Business.** The August Board meeting is planned for August 8, 2023. City Council liaison Eric Johansen thanked the library staff for their work at Governors Days.

**12. Adjournment.** There being no further agenda items, the President adjourned the meeting at 6:02 pm.

By: Charles Strutt, Board Secretary

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### **Continuing Education (CE) Credit Reports**

Board member Anne Haugland

Completed Boardroom Series 2022, Making Numbers Count for 1 hrs credit.

DRAFT