

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
July 15, 2021**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, July 15, 2021, in the Rotary Room with Christy, Glatz, Johnson, Kluesner, Myers, Reynolds, and Thorbs-Weber in attendance. Barchman and Marcu were excused. Assistant City Manager Schildroth and Director Schofer were also in attendance.

Call to Order: Vice President Myers called the meeting to order at 7:00 p.m.

Consent Agenda:

Moved by Christy, seconded by Thorbs-Weber, to approve the consent agenda as follows:

1. Resolution approving donations
2. Motion approving minutes of the regular meeting June 17, 2021
3. Motion approving payment of claims 6/1/21 – 6/30/21

**Vote on Motion: 6-0 (Myers abstaining; Barchman and Marcu excused).
Approved unanimously. Resolution No. 2021-L020 adopted.**

Public Forum: None

Activity Reports:

Assistant City Manager: Schildroth gave a report to the Board.

- The City applied for funding for a community reinvestment district through the State. The City is provisionally approved for a portion of their request. The area could include a downtown plaza, indoor aquatic center, apartments, office space, and a hotel in the downtown area. City Council will be discussing the project and potential funding options. The final application is due February 25, 2022.
- The City is re-painting the crosswalk at 5th and Douglas on August 24, 2021. The rain date is August 26, 2021. They are asking for approximately thirty volunteers to help with taping and painting.

Administrative Staff Report: Schofer gave a report to the Board.

- The bid for the entryway door replacement project has posted and closes on July 20, 2021.
- In partnership with United Way there will be a photographic display of hunger and poverty in November.
- Schofer and key staff are exploring grant opportunities including ARPA and FCC funding. Schofer discussed potential projects and requirements with the Board.
- The Leadership Team is taking stock of the strategic plan. An update will be included in the annual report.

- Schofer discussed some potential novel ideas including a memory lab and a project focused on inclusivity.

APLFF Report: Kluesner gave a report to the Board.

- The Development Director position is in the recruitment process.
- They discussed the structure of committees.
- The sales committee just had a book sale. Literary Grounds is open. Donations will be accepted starting July 12.
- The fundraising committee will hold Pub Fiction on August 12, 2021.

Budget and Finance Committee Report: Glatz, Reynolds, and Myers attended the meeting and reported together to the Board.

- The fiscal year ended June 30, 2021. Final numbers are not available until the accrual process is complete.
- The committee discussed funding structure during their meeting.
- Financial reports were reviewed. Expenses are tracking similar to past years

Approval of the financial reports was brought by the Budget and Finance Committee, Moved by Johnson to approve, a second is not needed.

**Vote on Motion: 6-0 (Myers abstaining; Barchman and Marcu excused).
Approved unanimously.**

Board Education: Schofer introduced the accreditation process to the Board along with a checklist of items the Library must complete. The Board reviewed and discussed various items on the list. The Library's accreditation application will be submitted in February of 2022.

Policy Review:

Library Security Cameras Policy: Schofer reviewed the policy. It was brought to the Board last month for discussion and reviewed by the Mangers' Team. Schofer discussed the procedures with City of Ames Police Chief and researched Iowa Code. The recommended changes are minor wording changes to make it more inclusive.

Moved by Glatz, seconded by Kluesner to approve the Library Security Cameras Policy as presented.

**Vote on Motion: 6-0 (Myers abstaining; Barchman and Marcu excused).
Approved unanimously. Resolution No. 2021-L021 adopted.**

Meeting Rooms and Study Rooms Policy: Schofer introduced the policy. Two study rooms are available for reservation. The policy will need to be updated to reflect this change. The Board discussed this policy and suggested further changes. The policy will be brought back for approval at the August meeting.

Unfinished Business:

Service Offerings: Schofer reviewed and discussed the current service model with the Board.

New Business:

OCLC Renewal: Schofer introduced the OCLC renewal. This is an annual renewal for cataloging.

Moved by Kluesner, seconded by Glatz, to approve the FY22 OCLC renewal as presented in the amount of \$33,024.75.

**Vote on Motion: 6-0 (Myers abstaining; Barchman and Marcu excused).
Approved unanimously. Resolution No. 2021-L022 adopted.**

Trustee Comments:

- Myers –no comments
- Thorbs-Weber – thank you everyone for providing the great conversations; seeing the bookmobile at the farmer’s market is exciting
- Reynolds – appreciated the explanations at the budget and finance committee meeting.
- Glatz – no comments
- Kluesner – great job and thank you to Myers for chairing the meeting; he expresses his gratitude to all the staff over the last fifteen months.
- Christy – attended the mental health first aid training and very much enjoyed it.
- Johnson – enjoyed hearing about the big ideas, thanks for sharing
- Myers – thank you for letting me attempt chairing today; thank you to Schofer and Johannes for making things easy.

Adjournment:

**Moved by Glatz, seconded by Thorbs-Weber, to adjourn at 8:29 pm.
Vote on Motion: 6-0 (Myers abstaining; Barchman and Marcu excused).**

The next regular meeting will be on Thursday, August 19, 2021, at 7:00 p.m. in the Rotary Room.


Melissa Johannes, Library Secretary


Charles Glatz, Board Secretary