

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
March 16, 2023**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, March 16, 2023, in the Dale H. Ross Board Room with Christy, Johnson, Kluesner, Myers, Reynolds and Thorbs-Weber in attendance. Marcu, Mitchell-Conway, Torres III were excused. Director Schofer was also in attendance.

Call to Order: President Myers called the meeting to order at 7:04 p.m.

Consent Agenda:

Moved by Christy, seconded by Johnson, to approve the consent agenda as follows:

1. Election of Officers
2. Motion approving minutes of the regular meeting February 16, 2023
3. Motion approving payment of claims 2/1/23 – 2/28/23

Vote on Motion: 5-0 (Myers abstained; Marcu, Mitchell-Conway, and Torres III excused). Approved unanimously.

Public Forum: None

Activity Reports:

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

- The Community Conversation that occurred last week on Substance Use Disorders was attended by about 25 people. It was also live streamed and is posted on the City's website: [Mental Health Initiatives | City of Ames, IA](#).
- In addition to the in-person attendance at the Community Conversations, there have been approximately 540 views on the City's YouTube channel and 670 views on the website.
- The next Community Conversation, "Civility in Conversations", will take place on April 4 from 6:30 p.m. to 8:30 p.m. at the Ames Public Library. This event is intended to be an interactive presentation exploring the importance of civility and civil discourse in addressing the challenges of mental health issues we face both from an individual perspective as well as public engagement.
- May 2 will be another Community Conversation "Navigating Mental Health/Substance Use Systems". This will also be from 6:30 to 8:30 p.m. at the Ames Public Library.

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

- Staff Day was held on February 20th. Thorbs-Weber and Mitchell-Conway attended. The break out groups is a welcome format and gives staff opportunity for smaller cross departmental learning and more staff to have opportunity to present.

- There is a lot of programming happening this spring. Page One has a listing of the events if anyone is interested.
- Staff will be attending an information session with the County Assessor as valuation emails will be going out at the end of the month and we will likely field questions.
- The Book Sale went well.
- We have a new community partner, Community and Family Resources, offering office hours on Thursdays. They will provide information about addiction, substance abuse treatment, and mental health therapy.
- An Author Fair will be held on Saturday, March 25. The event will start with a program, Make Sense of Writing from 1 p.m. to 2 p.m. Readers are welcome to drop in, chat with authors, purchase books, and have books signed with 24 participants tabling from 2:15 p.m. to 4:15 p.m. The event will wrap up with a program, After the Writing: The Journey of Publishing, from 4:30 p.m. to 5:30 p.m. This allows the library to support emerging authors in a helpful way.
- In April we will have an Ames First Amendment Day exhibit around the building, Repair Café April 22, National Library Week (April 23-29th) including a scavenger hunt; and the Volunteer Recognition Reception late afternoon on April 21st.
- The annual Boards and Commissions Luncheon will be held on Wednesday, March 29, 2023.

APLFF Report:

- The APLFF meeting on Thursday, March 9, 2023 was cancelled due to a lack of a quorum.

Board Education:

The Board discussed the book Anti-Racist Ally by Sophie Williams. This book was chosen as an all Ames Public Library staff and Board read for its high-quality content as well as its very manageable page count. The All APL Read aligns with our strategic plan goals and builds on our previous staff day training. The All APL Read lets us continue to build our skills and our shared vocabulary/concepts, normalize workplace conversation about race and cultural difference, and build relationships all for the continual improvement of our workplace, our library offerings, and our customer service.

Policy Review:

Circulation and Customer Accounts Policy: Schofer introduced the policy. The Customer Account Services team has reviewed the policy. Computer use cards are no longer used, they use guest passes for computer use instead. There may be some other minor changes including adding a reference to the fees policy. The policy will be reviewed by managers and brought back next month for action.

Library Charges: Schofer introduced the policy. They may look at changing the cost associated with the repairable items. This policy will be brought back next month for action.

New Business:

Recognition of Retiring Trustees:

The Board took time to recognize Christy, Kluesner, and Marcu for their time and contributions to the Board over the last several years.

Christy was appointed in 2021 and has served on the Director Evaluation Committee and as Secretary on the Executive Committee.

Kluesner was appointed in 2017 and has served on the Budget & Finance Committee, Director Search Ad hoc Committee, Director Evaluation Committee, Art Committee, as an Ames Public Library Friends Foundation Liaison, and as both President and Vice-President on the Executive Committee. Kluesner also previously served as a longtime member of the Ames Public Library Friends Foundation Board and was a key member during the merger between the APL Friends and APL Foundation.

Marcu was appointed in 2019 and has served on Art Committee, Director Evaluation Committee, Nominating Committee, and as President, Vice-President, and Secretary on the Executive Committee.

Discussion of the Director's evaluation:

Moved by Reynolds, seconded by Kluesner, to enter into closed session in accordance with the provisions of Sections 21.5(1)(i) and 21.9, Code of Iowa, for the discussion of strategy in matters relating to employment

Vote on Motion: 5-0 (Myers abstained; Marcu, Mitchell-Conway, and Torres III excused). Approved unanimously.

The meeting was closed at 7:50 p.m. and reconvened in open session at 8:09 p.m.

Approval of the Director's Salary:

The Board completed the Director's evaluation in closed session.

Moved by Kluesner, seconded by Thorbs-Weber, to set the Director's salary effective July 1, 2023 at \$152,526 which is a 5% increase merited by her outstanding performance throughout this last year and all the library has accomplished under her leadership.

Vote on Motion: 6-0 (Marcu, Mitchell-Conway, and Torres III excused). Approved unanimously. Resolution No. 2023-L006 adopted.

Trustee Comments:

- Kluesner – sad to be ending his tenure. He's served over 14 years combined. He's really enjoyed the diversity of the people he's worked with and his time on the Board. His CEO wanted him to get involved in the community when he started and he choose the Ames Public Library Foundation and it's been great.
- Christy – has learned a lot during his term. He loves the library and feels like he's a strong user, and tries to beat Reynolds to the holds. He will see everyone around. He likes being out in the community and doing community things.
- Reynolds – big hugs to Kluesner and Christy. She has appreciated working with both of them and will miss them.
- Thorbs-Weber - thank you to both Kluesner and Christy for their contributions. She hopes to see them around. Thank you to Schofer for all her work.

- Myers – will miss both Christy and Kluesner. She's learned a lot from both of them and hopes to see them around.
- Johnson – thank you to both Christy and Kluesner. He's not sure how many times someone has said to ask Kluesner because he would know the answer. He's done his time and will be greatly missed. Christy will also be missed; it's sad to see him go even though it's for really good things. Johnson appreciates the Board and just glad to be a part of it. Thank you to Schofer for all your work she does; the comments were just fantastic. Thank you to Johannes for all you do to keep us on track.

Adjournment:

Moved by Reynolds, seconded by Johnson, to adjourn at 8:19 p.m.

Vote on Motion: 5-0 (Myers abstained; Marcu, Mitchell-Conway, and Torres III excused). Approved unanimously.

The next regular meeting will be on Thursday, April 20, 2023, at 7:00 p.m. in the Dale H. Ross Board Room.


Melissa Johannes, Library Secretary


Richard Johnson, Board Secretary