

Ames Public Library Board of Trustees  
Minutes of the Regular Meeting  
December 18, 2025

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, December 18, 2025, in the Dale H. Ross Board Room with Arora, Dennis, Johnson, Myers, and Thorbs-Weber in attendance. Gibson, Gordillo, Reger, and Reynolds were excused. Director Schofer, Youth Librarian Ziegler, Customer Account Services Library Clerk Chelley, and Ames High School students Bharath, Bijiek, Dau, and Greenfield were also in attendance.

Call to Order: Vice President Myers called the meeting to order at 7:01 p.m.

Consent Agenda:

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

1. Motion approving minutes of the regular meeting November 20, 2025
2. Motion approving payment of claims 11/1/25 – 11/30/25

Vote on Motion: 5-0 (Gibson, Gordillo, Reger, and Reynolds were excused).  
Approved unanimously.

Public Forum: Myers welcomed the students who are present as part of a government class to observe and take notes.

Activity Reports:

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

- City Council approved a 3% increase for ASSET funding.
- Holiday lights can be recycled at resource recovery in with other metals.
- Free Christmas tree disposal will be at North River Valley Park softball fields parking lot this year.
- Schainker Plaza does not have an opening date or solution to the concrete deficiencies such as inconsistent and rough finishes, rippled surface, pop-outs, and voids. They City is still pursuing a remedy to the situation.
- The Fitch Family Indoor Aquatic Center is scheduled to open the middle of March 2026.
- Beginning January 1, 2026, the Warming Place, an overnight warming shelter located at Ames First United Methodist Church, will be open , on select nights when temperatures are 10 degrees or below, providing a safe and warm refuge for up to 20 residents from the community, regardless of their housing situation. This initiative is a collaborative effort involving several organizations, including Ames Romero House, The Bridge Home, Salvation Army, and the City of Ames,

aimed at ensuring that vulnerable individuals have a place to stay during extremely cold weather.

- City Council is considering adopting an ordinance that would provide civil rights protections for gender identity in employment, housing, and public accommodations. The Council has the authority to enact such an ordinance, as the Iowa Civil Rights Act allows local governments to establish broader protections than state law. The ordinance aims to communicate to the transgender and nonbinary community that they are valued and welcome in the city.

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

- The Library has switched over to the City firewall. The transition has been progressing smoothly. Cook will move to City Hall on January 1, 2026. Regular meetings with the IT Manager, Moore, will be scheduled to keep communication open and assist with scheduling bigger projects.
- The Library Building Maintenance Supervisor, Duckett, has announced her retirement set for June 1, 2026.
- Schofer is working with purchasing on a request for quote for study rooms design work.
- The Annual Report is finished and available on the website.
- The Library completed training and received Dementia Friendly certification.
- The Memory Project is on display in the vestibule.
- The Art Committee will need to meet soon to consider deaccessioning some art and the possibility of accepting a new piece.

Ames Public Library Friends Foundation (APLFF) Report: Gordillo gave a report to the Board.

- There was not a meeting this month.
- The Holiday Campaign was sent out and is going well.

Board Education: Caitlyn and Danielle introduced themselves. Youth Librarian Ziegler and Customer Account Services Library Clerk Chellew gave a presentation to the Board about the Accessibility Team. The Accessibility Team's goal is to make Ames Public Library's spaces and services successfully and independently usable by people of all ages and abilities. They do this by evaluating and analyzing current services and access points, identifying ways to better serve our patron's needs, improving current services and access points for equitable use, reaching out to experts in the field to learn best practices and increase our knowledge, and research and share information with APL staff to advocate for awareness and change. The Library received their Dementia Friendly certification at the November 11, 2025, training and will be working towards their Sensory Certification through KultureCity by the February 16, 2026 training.

Policy Review:

Confidentiality and Library User Records Policy: This policy was brought to the Board last month for discussion and reviewed by staff. Recommended changes include changing "respects the privacy of users and recognizes its responsibility to protect that

privacy” to “is committed to protecting the privacy and confidentiality of library users and patron records” in the first paragraph and also changing “directly related to the right to open inquiry without having the subject of one’s interest examined or scrutinized by others” to “relates to the rights and abilities of people to use library materials and pursue information without fear of scrutiny or intimidation”. In the second paragraph the words “library records which contain” will be inserted before “the identities.” “Personal information and mobile numbers collected through opt-in will not be shared, sold or rented with third parties for marketing purposes” after the sentence ending in “commercial use”, “personal registration” will be changed to “personally identifiable”, and name and library card number will be added to the list of information held confidential. A tenth bullet will be added to the list under “Exceptions” that states “ The Library Director is the legal custodian of library records and is responsible for responding to any request for library records or information about a library patron. The Director may designate one or more library employees to serve as person(s) responsible for responding to any request for library records or information about a library patron when the Director is unavailable. The Board discussed the policy.

Moved by Dennis, seconded by Arora, to approve the revisions to the Confidentiality and Library User Records Policy as presented.

Vote on Motion: 5-0 (Gibson, Gordillo, Reger, and Reynolds were excused).  
Approved unanimously. Resolution No. 2025-L029 adopted.

Internet Use Policy and Guidelines: Schofer introduced the policy. The Board discussed the policy. This policy will be reviewed by staff and brought back next month for action. Free unsecured access may be changed. Another suggestion is to switch the first two paragraphs, leaving unsecured in there. In switching to the City firewall, there is some filtering. The Library does block illegal sites and network security issues but does not block content. Patrons may choose to use filtered search engines. Patrons would have to search online in the policies to view the Internet Use Policy.

#### Trustee Comments:

- Dennis – was excited about the accessibility things we learned tonight.
- Thorbs-Weber – last meeting Reynolds mentioned a personal issue and asked to send a card that is here for everyone to sign. Happy holidays everyone.
- Arora – every stat is so good, flipping through the Annual Report, she’s so impressed.
- Myers – it’s always amazing to see the annual report. The big thing tonight is how great it is to see that we are doing so much to make the library accessible to all.
- Thorbs-Weber – suggested blasted out one highlight from the Annual Report each month on social media and in PageOne so it is easier for everyone to see how many great things the library does.
- Johnson – likes the idea of handing them out in January. He thanked everyone for being here tonight despite a lot going on this time of year. He’s glad everyone could make it. It’s good to see everyone and he’s happy we had a quorum.

Adjournment:

Moved by Thorbs-Weber, seconded by Arora, to adjourn at 8:15 p.m.

Vote on Motion: 5-0 (Gibson, Gordillo, Reger, and Reynolds were excused).  
Approved unanimously.

The next regular meeting will be on Thursday, January 15, 2026, at 7:00 p.m. in the Dale H. Ross Board Room.



Melissa Johannes, Library Secretary



Richard Johnson, Board Secretary