

URBANDALE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
June 22, 2015

MEMBERS PRESENT: Tom Graves, Jeff Merrill, Diana Ripperger, Dede Zaun, and Jerry Brimeyer, and Marva McCarty.

STAFF PRESENT: Julie Wells, Katherine Manion, and Susan Nass

CALL TO ORDER: President Merrill called the meeting to order at 5:30 p.m. Jerry read the Character Counts statement.

APPROVE AGENDA: The agenda was reviewed and no changes were made.

APPROVE MINUTES: Tom moved to approve the May minutes, Dede seconded, and the motion passed.

APPROVE BILL LIST: Diana asked for clarification on certain expenses in the data processing line item. Julie explained:

1. \$2,728 – AWE Literacy Station (computer with educational software)
2. \$7,500 – Additional hours for Vital Support
3. \$2,068.57 – Cisco annual server hardware/software support

Julie reported the remaining Enrich Iowa funds have been spent. She will provide an itemized list when completed. Jerry made a motion to approve the bill list. Marva seconded the motion and it was passed.

CITIZEN'S FORUM: None present.

UNFINISHED BUSINESS:

- A. Carpet & Reconfiguration Project Update: The City Council approved the recommended bids for the general construction and furniture packages. The project is scheduled to begin July 27th.
- B. Appoint Officers for FY15/16 Term: The nominating committee of Jeff Merrill and Tom Graves recommended the Board nominate the following slate of officers for 2015-2016:
 - President, Diana Ripperger
 - Vice-President, Jerry Brimeyer
 - Secretary, Marva McCartyTom made a motion to accept the nominations. Dede seconded the motion, all approved, and the motion passed.

NEW BUSINESS: None

DIRECTOR'S REPORT:

- A. The library recently purchased twelve Playaway Launch Pads. Katherine presented a brief demonstration showing the pre-loaded tablets and the various apps in specific learning themes. The tablets are designed specifically for libraries, very durable, and easy to use and recommended for children aged 3-5 and 5-7.

CLOSED SESSION:

- A. Director's Annual Performance Review: The Board moved to closed session and minutes from that closed session were provided in a sealed envelope. The Board moved out of closed session by consensus. Tom moved that the Library Director's performance evaluation be submitted to the city. Diana seconded the motion. All voted in favor and the motion passed.

Tom made a motion to adjourn and Marva seconded. The motion passed and the meeting was adjourned at 6:40 p.m.

Jeff Merrill
President

Attest: Susan Nass