

URBANDALE PUBLIC LIBRARY FOUNDATION, INC.  
MINUTES  
DECEMBER 22, 2014

President Steve Lytle called the meeting to order at 5:00 p.m. Jerry Brimeyer read the Character Counts statement.

**Members Present:** Steve Lytle, Al Kaduce, Don Brush, Jerry Brimeyer, Diana Ripperger, John Forbes, Jeff Merrill, Tom Graves, Greg Robinson.

**Staff Present:** Julie Wells, Susan Nass.

Diana moved and Tom seconded a motion to approve the September minutes. Motion carried.

**Treasurer's Report:** Al distributed the Statement of Assets, Liabilities, and Fund Balance, the Statement of Activities, a list of Certificates of Deposit, the Endowment Fund report, and the General Ledger report all dated as of November 30, 2014. Al reviewed these reports with the group and answered a few questions about said reports. Al stated that the Foundation has paid \$100,000 of their commitment to the Carpet and Reconfiguration Project and that \$50,000 still remains to be paid.

**Unfinished Business:**

Carpet and Reconfiguration Project Update: Julie Wells displayed the carpet samples for the entryway, children's and teen areas of the Library. She showed a sample of a display feature that would mark the entryway into the children's area (where the self-check machine is now). The Parks and Recreation department made a prototype and changes are being considered to scale it down in size.

Capital Campaign Update: Julie distributed a summary of the Capital Campaign from the past year and the current donations as of December 22, 2014. She suggested that making online payments would be very convenient for donors.

**New Business:**

Volunteer Luncheon Funding Request: Julie distributed the estimated costs for funding the volunteer luncheon scheduled for April 16, 2015. There was discussion of the ethics of the staff having their lunch paid for by the Foundation. Don Brush will investigate the possibility of this being a violation for future years and staff will pay for their own meals this year. Greg motioned and Al seconded to approve. The motion was carried.

Youth Services Funding Requests: Julie submitted the request from Carmen Epstein, Youth Services Librarian for \$6,500 for funding programs. This request would cover four parts: Youth Summer Reading Program, Mothers and Others Playgroup, Teen Programs and Magic Tree House Book Club. John approved the motion to approve the request, Don seconded it and the motion passed.

Don moved and Tom seconded a motion to adjourn. Motion carried.

Respectfully submitted,

Greg Robinson  
Secretary