

**URBANDALE PUBLIC LIBRARY FOUNDATION, INC.**  
**MINUTES**  
**MARCH 28, 2005**

The meeting was called to order at 6:30 P.M.

**Members Present:** Steve Lytle, Don Brush, Craig Braget, Kay Readinger, John Forbes, Mark Zlab, Julie Kroll and Sara Pearson.

Don Brush moved to approve the minutes of the December 27, 2004 meeting after revision of the authorized CD purchase to \$25,000. Motion was seconded by Craig Braget. Motion carried.

Craig Braget presented the Treasurer's Report of activity since July 1, 2004. Kay Readinger moved, Mark Zlab seconded the motion to approve the Treasurer's Report. Motion carried.

Discussion occurred regarding investment options for cash reserves. Motion made by Kay Readinger to invest additional \$30,000 in certificates of deposit. Motion was seconded by John Forbes. Motion carried.

Sara presented proposal from the Urbandale Park & Recreation Department to share the cost of planting flowering crab trees for Arbor Day. Motion made by John Forbes to purchase 16 trees as presented with the cost not to exceed \$1,520. Motion seconded by Don Brush. Motion carried.

Julie Kroll moved, Craig Braget seconded the motion to adjourn at 6:55 P.M. Motion carried.

Respectfully submitted,

Julie Kroll  
Acting Secretary

Steve Lytle  
President

**Urbandale Public Library Foundation, Inc.**  
**Minutes**  
**June 20, 2005**

The meeting was called to order at 6:30 p.m.

**Members present:** Steve Lytle, Don Brush, Kay Readinger, John Forbes, Julie Kroll and Sara Pearson.

Don Brush moved to approve the minutes of the March 28, 2005. Motion was seconded by John Forbes. Motion carried.

Board noted deferral of treasurers' report until September meeting.

Steve Lytle presented information regarding additional Iowa income tax credit issued for donations to endowments that are funded during 2005 as signed by Governor Vilsack as part of the Iowa Values Fund legislation.

Don Brush moved to approve recognition of a \$5,000 donation received by Endowment Fund of Greater Des Moines with a wall plaque. Motion seconded by John Forbes. Motion carried.

Nominating committee report presented as follows:

President-Julie Kroll  
Vice-President-Marlyn McKeen  
Secretary-Kay Readinger  
Treasurer-Craig Braget

Motion made by Don Brush to approve the slate of officers effective 7-1-05 as presented, motion seconded by Sara Pearson. Motion carried.

Sara presented a request for funding by the Youth Services Librarian for a storyteller for a youth program. Kay made a motion to approve the funding request as presented but not to exceed \$100. Motion was seconded by Steve Lytle. Motion carried.

Sara presented a request for continued support by the Foundation for web site maintenance on an as needed basis. Time has been approximating 12 hours per month. Motion made by Kay Readinger to approve request at a funding level not to exceed \$1,500 per year. Motion seconded by John Forbes. Motion carried.

Sara presented thank you received from the Urbandale Tree Board for the Foundation's support of the 2005 Arbor Day Event.

Julie Kroll moved, Kay Readinger seconded the motion to adjourn at 7:30 pm. Motion carried.

Respectfully submitted,

Julie Kroll  
Acting Secretary

Steve Lytle  
President

**URBANDALE PUBLIC LIBRARY FOUNDATION, INC.**  
**MINUTES**  
**SEPTEMBER 26, 2005**

The meeting was called to order at 6:30 P.M. by President Julie Kroll.

**Members Present:** Don Brush, John Forbes, Craig Braget, Marlyn McKeen, Kay Readinger, Julie Kroll and Sara Pearson.

The minutes of the June 20, 2005 meeting were presented. Motion to approve was made by Marlyn; seconded by Don. Motion passed.

John Forbes talked to Chuck Safris about his attendance and Chuck has decided to step off the Foundation. Julie will send a nice letter to Chuck thanking him for his service and telling him he will always be a friend of the library. Steve offered to come back on the Foundation as an at large member. John made a motion for Steve to serve this vacancy until 2008; Marlyn seconded the motion. Motion passed.

Craig presented the Treasurer's Report. Copy is attached. Total ending balance is \$229,642.63. The Endowment Fund Report as of June 30, 2005 shows a \$50,000 gain to our investment.

This was Craig's last meeting. Paul Cain was approached to be the new treasurer. Paul is a CPA and is highly recommended. Steve nominated Paul as a Board member and Treasurer; Don seconded. Julie will ask Paul if he will accept.

The Foundation fundraising letter will be revised and sent out again in November. Marlyn will work with Sara on the revisions. The past year's letter will be sent out to all Foundation members for their input.

A new plaque has been added to the donor wall. Lee and Betty Abarr requested their plaque be worded "In Loving Memory of". Their request was honored.

Sara asked the Foundation to once again fund the publication "Book Page" which is available free to patrons visiting the library. Steve moved that the Foundation pay to continue funding 100 copies per month for \$288 a year; Marlyn seconded. Motion passed.

A motion was made by Kay to adjourn the meeting at 7:10 P.M.; seconded by Marlyn. Meeting adjourned.

Respectfully submitted,

Julie Kroll  
President

Kay Readinger  
Secretary

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Julie Kroll  
President

Kay Readinger  
Secretary