

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
June 18, 2019**

The Ames Public Library (APL) Board of Trustees met in regular session on Tuesday, June 18, 2019, in the Dale H. Ross Board Room, with Barchman, Kluesner, Looft, and Myers in attendance. Glatz was in attendance via telephone. Briese, Butler, Marshall, and Raman were excused. Director Schofer was also present.

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

Consent Agenda:

Moved by Myers, seconded by Barchman, to approve the following items on the consent agenda:

- Resolution approving donation:
 - a) In honor of Herb Harmison from Duane Aske \$40.00
- Minutes of the regular meeting of May 16, 2019
- Payment of claims 5/1/19 – 5/31/19

Vote on Motion: 5-0. Approved unanimously. Resolution No. 2019-L017 adopted.

Public Forum: None

Administrative Staff Report: Kluesner welcomed Schofer to her first Board meeting with APL. Schofer gave a brief report to the board.

- She has been acclimating well. Briseno scheduled meetings with various department heads throughout the city, as well as the leadership team and managers at the library. This has been very helpful. She will continue acclimating by meeting with various community organizations that we partner with. She has already met with the Rotary Club, the APL Friends Foundation, and will be going with Beck to the Ames Chamber of Commerce. Glatz offered to introduce Schofer to the Story County Community Foundation
- There is one person in Resource Services that has taken a full-time position elsewhere. That position is posted. Interviews are being scheduled for the 10-hour custodial position. Quinn will be retiring in September after 35 years of service. Quinn has served as the leader on the PIC team and Safety team; managers will be discussing those replacements.
- Summer programming is underway including the summer reading programs for all ages, Terrific Tuesdays, and the summer meals program which is serving approximately 100 meals daily. The bookmobile has been out in the parks which is a great partnership with the parks department. Community affairs officers from the police department sometimes have "Donuts in the Park" at the same location which is nice city collaboration. Schofer is going to help with the pancake breakfast July 4, and take advantage of the opportunity to branch out and meet more people.
- Brown has initiated a new book club called "A View from the Margins" covering books from some populations that may not be as represented. It's a great growth opportunity for her.
- The All Ages Drag Show has recently been the target on social media by an out-of-state group that is targeting supportive organizations during pride month. We have received emails and phone calls as well as some inappropriate posts on social media. We removed the inappropriate posts containing video links based on our Social Media policy and will

be reviewing the policy to see if changes are necessary as well as the Meeting Room policy.

- Social media is normally a very positive experience. Cooney has had a book discussion online with a lot of positive, robust discussions. This is more prominent on the page.
- Staff Schofer, Hanson, Cooney, and Dornink along with Board member Myers are attending the ALA conference June 20-25.
- The strategic plan is due to for revamping. We will be completing end of year reports and starting to map out the process and timeline for strategic planning. Staff and community members will be engaged in the process.

APLFF Report: Myers and Barchman were both unable to attend the meeting, however Anderson sent Myers an update which she presented to the Board.

- Two teen Advisory Group representatives gave a presentation about TAG's upcoming Murder Mystery Dinner Theater. They are working with Beck and the Fundraising committee to finalize details.
- New Library Director Schofer gave an overview of library happenings and invited the group to the 6/18 reception.
- Volunteer Coordinator Bohlke said she's received 100 applications for the APL-Y summer youth volunteer program, and 85 teens have already volunteered.
- Beck has been busy meeting with potential sponsors for Pub Fiction (to be held on Thursday, August 22) and the Murder Mystery Dinner Theater (to be held in October).
- The Board accepted the May Financial Reports and approved their budget for fiscal year 2019-20.
- The next big book sale begins on Sunday, June 30, and runs through July 3.
- New officers are President LeGates and Secretary/Treasurer Fitzsimmons.
- Retiring President Sullivan, who has served two three-year terms on the APLFF Board, was honored with a plaque and the opportunity to be the first check out a new DVD that was added to the library collection in his honor.

Policy Review:

The History Policy was reviewed by the staff and the Board. The recommended changes including adding an ending date to former Director Carey's term, adding Schofer to the History, and correcting a date.

Moved by Barchman, seconded by Glatz to approve the revisions to the History Policy as presented. Vote on Motion: 5-0. Approved unanimously. Resolution No. 2019-L018 adopted.

The Bylaws were discussed. A committee including Kluesner, Looft, Myers, and Schofer will meet to review the Bylaws. Barchman requested special attention to electronic meetings including the possibility of using resources such as Zoom is considered. Bylaws will be referred to the city legal department for input. The committee will bring it back to the Board for approval.

Trustee Comments:

- Glatz welcomed Schofer and hopes can join the July meeting in more than one dimensional form.

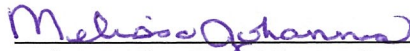
- Barchman offered some advice to those attending ALA and brought chocolate from her recent trip to Switzerland to share.
- Looft welcomed Schofer and stated she's looking forward to working with her.
- Kluesner welcomed Schofer and stated he has enjoyed getting to know her and seeing Schofer start enjoying everything Ames to offer.

Adjournment:

Moved by Barchman, seconded by Looft, to adjourn at 7:33 pm.

Vote on Motion: 5-0. Motion approved unanimously.

The next regular meeting will be on Thursday, July 18, 2019, at 7:00 p.m., in the Dale H. Ross Board Room, Ames Public Library, 515 Douglas Avenue.



Melissa Johannes, Library Secretary



Joanne Marshall, Board Secretary

