

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
June 17, 2021**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, June 17, 2021, in the Rotary Room with Barchman, Christy, Glatz, Johnson, Kluesner, Marcu, Myers, Reynolds, and Thorbs-Weber in attendance. Assistant City Manager Schildroth, Director Schofer, Youth Services Manager Heid, and Customer Accounts Services Library Assistant Pleasants were also in attendance.

Call to Order: President Marcu called the meeting to order at 7:00 p.m.

Consent Agenda:

Moved by Glatz, seconded by Johnson, to approve the consent agenda as follows:

1. Motion approving minutes of the regular meeting May 20, 2021
2. Motion approving payment of claims 5/1/21 – 5/31/21

Vote on Motion: 8-0 (Marcu abstaining). Approved unanimously.

Public Forum: None

Activity Reports:

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

- The report from the Community Needs Assessment done in 2020 is finished. Story County Public Health will be making a hard copy available for the library, and Schofer will receive an electronic copy. Six needs were identified; mental health, suicide prevention, food security, childcare, housing, and income. There is a group that will go around and do a presentation about the assessment if the Board is interested. The United Way of Iowa and the University of Northern Iowa did their own assessment that focused on at how COVID was impacting individuals and families. Story County Public Health did a comparison between the two assessments; that information is available as well.
- The City is on a mental health initiative. Department heads completed the Mental Health First Aid training. Other staff and managers will be attending sessions soon. Three sessions of Mental Health First Aid training are available to the public free of charge on June 29 from 8:30 am – 5:30 pm, July 26 and July 27 from 5:30 pm to 9:30 pm (attend both nights), and August 25 and August 26 from 5:30 pm to 9:30 pm (attend both nights). Those sessions will be held at the library. Persons can call the City Manager's office to register.
- The Story County Test Iowa site will be closing on June 30. The numbers are low enough that they feel comfortable being able to close. Testing is available at health care providers and several pharmacies.

- The City is working on their first ever Climate Action Plan as one of City Council's goals. They are contracting with SSG, a consulting group out of Canada, who will be guiding the City through the process, establishing a target and strategies to meet that target. The process is expected to take 18 months. One of the first things that SSG will be doing is working on a pre-engagement strategy to gauge the community's understanding and interest in the project and the best ways to communicate and receive information. This process will involve community participation.

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

- Schofer and Heid have been discussing mental health training opportunities for teens and youth.
- Summer reading has kicked off; Board education is focused on summer reading, so they will share more information shortly.
- Free summer meals started on June 14 serving 35-40 people daily. It is set up for grab and go but some tables are available for those wanting to eat at the library.
- We have been participating in downtown Ames events like the Art Walk and 515 Day. Downtown Ames is next week. We will have a book sale, pop-up personalized pics, and a scavenger hunt for youth.
- July 6-10 will be a large book sale in the auditorium from 9:00 am to 6:00 pm each day. All books will be priced at \$1.00 each. The last day will be \$1.00 admission with all you can carry out free. We will begin accepting donations again after the sale.
- More Adventure Passes are available to check out this year. This year we partnered with Furman Aquatic Center, the African American Museum of Iowa (in Cedar Rapids) and the Des Moines Children's Museum. We will continue to offer the Adventure passes to the Blank Park Zoo, the Science Center of Iowa, Greater Des Moines Botanical Garden, and Reiman Gardens. Library cardholders may check out passes. One pass to each venue may be reserved once every 365 days.
- The Teen Librarian position is in final stages of hiring. Lavrov, the TAG President, was on the hiring panel; she is a very impressive young woman.
- Agba, another TAG member was featured during the Art Walk; she may be Smyles in 4th of July parade. Anyone interested in being Smyles can apply. The preferred height 5'6" to 5'8".
- The City is doing a City Appreciation project instead of a pancake breakfast this year. Persons can create signs to be posted at City Hall. Makerspace events will be held at Bandshell Park and the Farmer's Market providing supplies to create the signs.
- The Library hosted a Neighborhood Association information event where people could find out more about what neighborhood associations are, how to get involved, or how to get started. Banner kits were given out for neighborhoods to decorate and carry in the parade.
- The entryway door project is moving along. We have been working with the City Purchasing Department; they are hoping to have the bid request posted next week.

APLFF Report: Myers gave a report to the Board.

- The regular meeting was held on June 10. Board members Klaus and McCracken, and Development Director Johnson have all resigned for various reasons.
- A special meeting was held on June 8 which was a continuation of the discussion on future goals and bylaws. It was a very engaged session.
- The Ames Public Library Friends Foundation did cover the FY21 requested funding. They did need to move some money around in order to do so.
- Pop-up book sales have gone well. They are hoping to clear out inventory at the July book sale and be able to accept donations again afterwards
- Pub Fiction is scheduled for August 12, 2021.
- An Author Café event with author Denise Williams is scheduled for November 21.

Board Education: Youth Services Manager Heid and Customer Accounts Services Library Assistant Pleasants provided information about the summer reading program. The seasonal reading challenges are cross department collaborations. So far this year there are 1159 participants with over 254,000 minutes read.

Policy Review:

Internet Use Policy and Guidelines: Schofer reviewed the policy. It was brought to the Board last month for discussion and reviewed by the Mangers' Team. There are no recommended changes.

Moved by Glatz, seconded by Myers to approve the Internet Use Policy and Guidelines review without changes.

Vote on Motion: 8-0 (Marcu abstaining). Approved unanimously. Resolution No. 2021-L019 adopted.

Library Security Camera Policy: Schofer introduced the policy. There is signage warning patrons of the camera use. The cameras are motion detected and record when motion is sensed. Camera footage is not available to patrons. The Board discussed the policy. Schofer will review Iowa Code and best practices of other Iowa libraries. The policy will be brought back for approval at the July meeting.

Unfinished Business:

Service Offerings: Schofer reviewed the current service model with the Board. They discussed the next steps including the book mobile, hours, meeting room use, and programming.

Trustee Comments:

- Myers –no comments
- Thorbs-Weber – thank you Schofer for being open to comments and questions
- Barchman - thank you for new coloring book for Zoom meetings
- Christy – no comments

- Johnson – no comments, it is nice to be here in-person
- Kluesner – ditto for him, it's great to finally see everyone in-person
- Reynolds – it's great to be here
- Chuck – I'm glad it has reached this point
- Marcu – I'm glad to be here with you all

Adjournment:

Moved by Glatz, seconded by Barchman, to adjourn at 8:43 pm.

Vote on Motion: 8-0 (Marcu abstaining). Motion approved unanimously.

The next regular meeting will be on Thursday, July 13, 2021, at 7:00 p.m. in the Rotary Room.



Melissa Johannes, Library Secretary



Charles Glatz, Board Secretary