

**Ames Public Library Board of Trustees  
Minutes of the Regular Meeting  
September 16, 2021**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, September 16, 2021, in the Rotary Room with Christy, Johnson, Kluesner, Marcu, Myers, and Reynolds in attendance. Barchman, Glatz, and Thorbs-Weber were excused. Director Schofer and Teen Librarian Atwell were also in attendance.

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

**Consent Agenda:**

**Moved by Myers, seconded by Reynolds, to approve the consent agenda as follows:**

1. Motion approving minutes of the regular meeting August 19, 2021
2. Motion approving payment of claims 8/1/21 – 8/31/21

**Vote on Motion: 5-0 (Marcu abstaining; Barchman, Glatz, and Thorbs-Weber excused). Approved unanimously.**

**Public Forum:** None

**Activity Reports:**

Assistant City Manager: Schildroth was not able to attend but gave Schofer updates to report on her behalf.

- An Inclusive Crosswalk will be added at the intersection of Chamberlain and Welch in Campustown next spring. The same design as the crosswalk near the Library will be used.
- The Indoor Aquatic Center project will move forward without a bond referendum as no petitions were filed (deadline was Monday, Sept 13th at 5pm). The cost of the project is \$31.2M and approximately \$10M in donations have been pledged. At Tuesday's meeting, Council approved issuing up to \$21.2M in general obligation bonds for the project. (Report is online as part of Tuesday's Council agenda packet)
- Council also approved the creation of a Resident Police Advisory Committee. The City Manager's report "Policing in Ames: A Path Forward" identified this committee as being a key step in improving the involvement of community members in the Ames PD. It provides an opportunity to gather resident perspective more intentionally regarding policies and complaints. Committee members will be appointed by the Mayor and approved by Council just like other city boards and commissions. (Report and draft ordinance are online as part of Tuesday's Council agenda packet)
- Two additional sessions of Mental Health First Aid Training will be offered. One in October and one in February.

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

- Heid's retirement public event was lovely with approximately 85 people in attendance. A nice article was in the Ames Tribune on Monday.
- The Youth Services Manager position is posted. It closes September 23, 2021 with interviews tentatively scheduled for the week of October 20th.
- Interviews for the Adult Services Library Assistant are scheduled for later this month.
- We will have two additional vacancies, an Adult Librarian and a Customer Account Services Clerk. Those positions will be posted soon.
- We had Pridefest signs and events September 5-12, 2021. Marcu was a guest for storytime and painting kindness rocks. We had a nice turnout. We had to postpone the Gender Affirming Healthcare as the presenter had their own health emergency, but we will reschedule that program.
- Over 2,200 people participated in the summer reading challenge, logging over 2 million minutes of reading!
- Weekly Storytimes have started back up. We may do a ticketed approach if needed to keep the programs appropriately sized.
- Kids Create, Book Club and Science programming are also starting up.
- The library will be a satellite voting site on Saturday October 30th from 10-4 and a polling place on Election Day for the full hours usually 7-9. They will have a voting registration event Sept 28 with the League of Women's Voters and the City just reached out today about hosting and information session with Martin, County, Auditor on September 30, 2021.
- Strategic Plan Teams are moving along. The Diversity, Equity, and Inclusion team (DEI) has identified a trainer/consultant to work with us beginning with a 2-hour session at our Staff Day on November 11th. The DEI team should be joining us for the Board Education piece next month.
- Library Card Sign up month has gone well. We amped up our Thursday at Parks Library with popcorn and stickers and conversations with our adult services staff in addition to bookmobile drivers. Staff interacted with 200 or so individuals each time and gave out 20-50 cards at each event.

APLFF Report: Myers gave a report to the Board.

- TAG members are working on recruiting more members since several students graduated. They are also working on details of a zero waste incentive program.
- Finances are still going well.
- The Development Director position remains open. They do have a couple possible candidates but interviews have not been scheduled yet.
- The Ames Public Library Friends Foundation has had several recent changes. Foreman has resigned from the Board. They are looking at rebuilding the fundraising committee, and future goals.
- The holiday mailing is planned to be sent.
- They discussed Author Café programs at length.

Director's Evaluation Committee: Marcu gave a report to the Board.

- The committee met with Schofer and reviewed the goals.

- Goals are still relevant.
- The Director is making progress towards meeting each goal.

**Board Education:** Schofer introduced Atwell, the Teen Librarian. Atwell introduced himself giving background information and sharing his vision for the teen space and programming. The Board welcomed and thanked Atwell.

**Policy Review:**

Unattended Child Policy: Schofer reviewed the policy. It was brought to the Board last month for discussion and reviewed by the Managers' Team. Changes included rewording the last sentence.

**Moved by Johnson, seconded by Christy, to approve the Unattended Child Policy as presented.**

**Vote on Motion: 5-0 (Marcu abstaining; Barchman, Glatz, and Thorbs-Weber excused). Approved unanimously. Resolution No. 2021-L026 adopted.**

Director Performance Evaluation Policy: Schofer introduced the policy. The Board reviewed the policy and recommended adding wording to allow for the Director's goals to be modified and approved if they are no longer relevant/pertinent in September and to change the appointment times to align with other committee appointments in May. The policy will be reviewed by the Managers' Team and brought back for approval at the October meeting.

**Unfinished Business:**

Service Offerings: Schofer reviewed and discussed the current service model with the Board. The teen space will remain closed. Programming for youth and teens will be offered in the auditorium; adult programming remains mostly virtual. One staff person has tested positive for COVID. Staff were reminded to staff home if they have any symptoms.

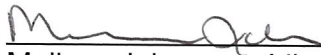
**Trustee Comments:**

- Myers – Thank you Schofer and staff for continuing to do an excellent job providing services for the community and maintaining safety. Thank you to the Director's Evaluation Committee for their work.
- Kluesner – I appreciate Atwell joining us. It's good to meet the new staff.
- Reynolds – Really excited to see all the children and youth programs that are happening even with the uncertainty. It feels like a really good place for kids to be coming.
- Johnson – It was a good meeting.
- Christy – was able to attend the retirement reception. Schofer's remarks were very well done. He could tell there was a connection there.
- Marcu - thanks everyone. She continues to appreciate the board education piece

**Adjournment:**

**Moved by Myers, seconded by Reynolds, to adjourn at 8:22 p.m.  
Vote on Motion: 5-0 (Marcu abstaining; Barchman, Glatz, and Thorbs-Weber  
excused). Approved unanimously.**

The next regular meeting will be on Thursday, October 21, 2021, at 7:00 p.m. in the  
Rotary Room.

  
Melissa Johannes, Library Secretary

  
Charles Glatz, Board Secretary