

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
July 20, 2023**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, July 20, 2023, in the Dale H. Ross Board Room with Crain, Gibson, Johnson, Myers, Reger, and Reynolds in attendance. Mitchell-Conway, Thorbs-Weber, and Torres III were excused. Director Schofer, and Adult Services Library Assistant Wanamaker were also in attendance.

Call to Order: President Reynolds called the meeting to order at 7:01 pm

Consent Agenda:

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

1. Motion approving minutes of the regular meeting June 15, 2023
2. Motion approving payment of claims 6/1/23 – 6/30/23

Vote on Motion: 5-0 (Reynolds abstained. Mitchell-Conway, Thorbs-Weber, and Torres III excused). Approved unanimously.

Public Forum: None

Activity Reports:

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

- Story County libraries tabled together at the Story County Fair today in Nevada. Schofer and other staff represented Ames Public Library.
- In partnership with Iowa State University College of Design, the Wearables Art Exhibit can be seen around the building.
- Councilmember Tim Gartin stopped in on Tuesday, July 11th and helped serve summer meals. He talks up the library, summer reading and summer meals often.
- On Wednesday 7/12 we hosted a visit with Sam Helmick, President of the Iowa Library Association, and Emily Drabniski, ALA President-Elect. This was a great chance to meet some state and national library leaders and highlight Ames Public Library. Schofer was able to highlight several Ames Public Library Friends Foundation (APLFF) funded programs and initiatives and shared that much of the above and beyond services we offer are because of APLFF support.
- We continue to be a destination for families. Terrific Tuesdays are a big hit and highly attended.
- The Teen Advisory Group (TAG) is planning an escape room based on a book series for August.

- The summer reading program numbers through end of June report 2,365 participants with over 1.2 million minutes of reading logged! The reading challenge is for all ages, with different prizes for adults, teens, kids, and babies/toddlers. There's still plenty of time to sign up and get started; The reading challenge continues through August 22.
- The free summer meals program is serving an average of 80 meals a day. Schofer is grateful for the support of REG via the Ames Public Library Friends Foundation to be able to offer this important program. College interns and youth volunteers are an essential part of this program- we wouldn't be able to offer it without them and it is a great leadership opportunity for them.
- Job recruitments are moving along. The Adult Services Intern is in its final stages. The Public Relations Intern position is in the interview process. Library Aides are in the phone interview process. The Youth Services Assistant is in the queue coming up soon.
- RAGBRAI will be in Ames Tuesday, July 25. Schofer shared information sheets with staff. The library will offer WiFi, charging stations, restrooms, and a place to cool down.

Reger praised Schofer. He brought his grandchildren to the library during their cousins' camp. Schofer was leaving for lunch, but instead gave them a tour of the library.

APLFF Report: Gibson gave a report to the Board.

- Saturday APLFF members will be tabling at the farmer's market by the bookmobile.
- Pub Fiction is August 10. Tickets are on sale now.

Budget and Finance Committee Report: Johnson gave a report to the Board.

- The budget summary in packet shows we are at 98% spent for fiscal year 2023.
- In the donations fund under capital items, there is an outstanding purchase order that will be canceled.
- There are collection items, wages, and utilities that will still be billed to fiscal year 2023.
- Finances look really good, very solid, and close to the budgeted amount.

Moved by Johnson, no second needed, to approve the finance report as presented.

Vote on Motion: 5-0 (Reynolds abstained. Mitchell-Conway, Thorbs-Weber, and Torres III excused). Approved unanimously.

Board Education:

Adult Services Library Assistant Wanamaker introduced herself to the Board. She gave a presentation about social services at the library and resources the library has available to assist individuals including a community resource list and walking maps. The Bridge Home, ACCESS, IowaWORKS, Community and Family Resources, and Lutheran Services in Iowa hold office hours at the library regularly. Legal Aid of Story County will also be holding hours soon.

Policy Review:

Internet Use Policy and Guidelines: This policy was brought to the Board last month for discussion. The wording in the second paragraph under Library Practices was updated, the Conduct in the Library policy link was added, and the social networking section was removed. The board discussed the policy in length.

Moved by Gibson, seconded by Myers, to approve the revisions to the Internet Use Policy and Guidelines as presented with the additional change of the word child to minor in the first paragraph under Customer Responsibilities.

Vote on Motion: 5-0 (Reynolds abstained. Mitchell-Conway, Thorbs-Weber, and Torres III excused). Approved unanimously. Resolution No. 2023-L018 adopted.

Conduct in the Library: Schofer introduced the policy. The Board discussed the policy. This policy will be brought back next month for action after being reviewed by the managers. Board suggestions included links to form.

Library Security Cameras: Schofer introduced the policy. The Board discussed the policy. This policy will be brought back next month for action after being reviewed by the managers.

New Business:

OCLC Subscription Renewal: This is the annual renewal for the cooperative collection cataloging and certain interlibrary loan services. Ames Public Library's Financial Limits Authority Policy requires Board approval for expenditure of funds exceeding \$25,000.

Moved by Myers, seconded by Crain, to approve the OCLC subscription renewal in the amount of \$36,054.93 as presented.

Vote on Motion: 5-0 (Reynolds abstained. Mitchell-Conway, Thorbs-Weber, and Torres III excused). Approved unanimously. Resolution No. 2023-L019 adopted.

Trustee Comments:


- Gibson – can't believe all the stuff that goes on in the library. Wishes the library staff could just do library stuff and not the trespassing stuff. She commends Schofer and staff for keeping a positive attitude through everything.
- Reger – was great to hear Wanamaker's presentation.
- Myers – agrees, the library has a profound impact on social services, not just education.
- Reynolds – one of the first things she learned was that the library is about access not just books, and she appreciates that.
- Johnson – the library is an access point to the community. He wasn't aware of how much that was. So much happens here. He appreciates all the services and passion that library staff have. He thanks all of them.
- Crain – agrees with everything said. He complimented Johnson for a good job on the budget piece. He appreciates how thoughtful and prepared the library is, how spot on spending is, and the early preparation for possible budget cuts.


Adjournment:

Moved by Reger, seconded by Johnson, to adjourn at 8:33 pm.

Vote on Motion: 5-0 (Reynolds abstained. Mitchell-Conway, Thorbs-Weber, and Torres III excused). Approved unanimously.

The next regular meeting will be on Thursday, August 17, 2023, at 7:00 p.m. in the Dale H. Ross Board Room.


Melissa Johannes, Library Secretary


Richard Johnson, Board Secretary