

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
September 21, 2023**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, September 21, 2023, in the Dale H. Ross Board Room with Gibson, Johnson, Mitchell-Conway, Reger, Reynolds, and Torres III in attendance. Crain, Myers, and Thorbs-Weber were excused. Director Schofer and Adult Services Librarian Cooney were also in attendance.

Call to Order: President Reynolds called the meeting to order at 7:00 pm

Consent Agenda:

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

1. Motion approving minutes of the regular meeting August 17, 2023
2. Motion approving payment of claims 8/1/23 – 8/31/23

Vote on Motion: 5-0 (Reynolds abstained. Crain, Myers, and Thorbs-Weber excused). Approved unanimously.

Public Forum: None

Board Education:

Adult Services Librarian Cooney introduced herself to the Board. She gave a presentation about Reader's Advisory and the new year long reading program.

Activity Reports:

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

- A new year-long reading program, 12 to Try, just launched and will run from September 1, 2023, until August 31, 2024. Participants will read a book from each category and win prizes after the 6th and 12th books.
- Staff tried a couple new programs this month including a Speed Friending event for adults with approximately forty people attending and sharing positive feedback.
- The library is partnering with the Maximum Ames Music Festival for a few events this Saturday.
- The library will partner with Pridefest on Saturday, September 30, with a few educational events in the library; these are listed in the Page One newsletter.
- The next Repair Café is October 7th, they are adding a headlight repair session to this event that interested people will need to sign up in advance.

- The library will be an early satellite voting site on Saturday, November 4.
- The League of Women Voters will host a candidate forum on October 4th for School Board and October 18th for City Council.
- Johannes has been working on pulling statistics for the FY23 Public Library Annual Survey. We are going to do a review of that tomorrow. From that we pull numbers to highlight for our annual report, budget narrative pages, and share with our IUPLA colleagues for benchmarking.
- We are working on the FY25 budget. Again, Johannes plays a big role in that as she has pristine tracking sheets and reconciles our purchases. We have started our review, working on narratives, going section by section with Anderson as she will be joining the process this year. Our PROBE is November 17.
- We had a consultation with a designer for the first-floor carpet project. This is the first step to inform us going out to bid, then we'll know better where we stand for funding.
- Work is progressing on the IDEA Center. We are planning an open house for Saturday, December 2nd.
- The Ames Public Library Friends Foundation Development Director and Fundraising Committee are getting active. One area they expressed interest in exploring with us is identifying potential larger projects for a fundraising campaign. Some ideas include:
 - Enhancement of Youth and Teen areas- interactive features, reading nooks, furniture, sensory space, and resources. Could even reconfigure bathrooms.
 - Enhancements for Adult Services area- add two additional study rooms- may involve HVAC and sprinkler connections so could be more involved.
 - IDEA Center – equipment, furniture programming
 - Bookmobile- been setting aside funding but maybe an opportunity to raise money to go electric, add more accessibility features, tie in special programming or collection money.
 - Exhibit and Display Furniture and equipment
 - Accessibility Enhancement – improved signage, extra lighting, perhaps the sensory space falls in this bucket

Projects that include more involved building alteration will need to be discussed with the City Manager too. Those projects could be partial Capital Improvement Projects using City funding with extras paid by APLFF.
- Schofer will have a CIP meeting October 27th with City Manager Schainker.

APLFF Report: Gibson gave a report to the Board.

- Luze, Development Director, will be retiring from her other position soon.
- They are working on their holiday campaign.
- The fundraising committee is working with Raygun to design t-shirts as a possible fundraiser in time for the holidays.
- Literary Grounds continues to do well.
- The next book sale is November 16-19.
- The October meeting will include conversation about goals, identity, and the mission statement.

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

- Schofer provided a detailed report to the Director's Evaluation Committee.
- The committee reviewed goals and progress.
- Schofer will be spending a significant amount of time with the next strategic plan planning process. The committee will have her add a goal reflecting this work.
- The Board complimented Schofer on her leadership and accomplishments.

Policy Review:

Meeting Rooms and Study Rooms: This policy was brought to the Board last month for discussion. Recommended changes included making the word "program" plural in the first paragraph and adding links to related policies. The board discussed the policy.

Moved by Gibson, seconded by Reger, to approve the revisions to the Meeting Rooms and Study Rooms Policy as presented.

Vote on Motion 5-0 (Reynolds abstained. Crain, Myers, and Thorbs-Weber excused). Approved unanimously. Resolution No. 2023-L022 adopted.

Unattended Child: 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.

Trustee Comments:

- Torres III – really enjoyed the Reader's Advisory presentation. He is excited to check it out.
- Gibson – she too loved the presentation. She hopes the Director's Evaluation Committee sees the relationship Schofer has with staff and the comfort level staff have presenting in front of her.
- Johnson - appreciates Gibson pointing out the comfort level. He agrees it was a fascinating presentation. He is always amazed at how many different ways the library reaches out to the community. So much more

than books in a building, all the outreach, and wanting to help anyone find anything they want to read, that's amazing.


- Reynolds – agrees it was a great presentation. Commitment to community says a lot. Getting out there in the community says a lot. Seeing excitement and momentum in the APLFF Board is exciting.
- Reger – can't add anything more than what's been said. He's very pleased with the work Schofer has been doing, and it's good to see all the things going on.
- Mitchell-Conway – so grateful there will be a preservation section. She has books dominating her apartment.

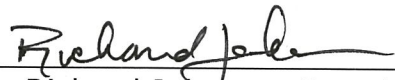
Adjournment:

Moved by Johnson, seconded by Torres III, to adjourn at 8:37 pm.

Vote on Motion 5-0 (Reynolds abstained. Crain, Myers, and Thorbs-Weber excused). Approved unanimously.

The next regular meeting will be on Thursday, October 19, 2023, at 7:00 p.m. in the Dale H. Ross Board Room.


Melissa Johannes, Library Secretary


Richard Johnson, Board Secretary