

**Ames Public Library Board of Trustees  
Minutes of the Regular Meeting  
August 15, 2019**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, August 15, 2019, in the Dale H. Ross Board Room, with Briese, Glatz, Kluesner, Looft, Marshall, Myers, and Raman in attendance. Barchman and Butler were excused. Director Schofer was also present.

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

**Consent Agenda:**

**Moved by Glatz, seconded by Briese, to approve the following items on the consent agenda:**

1. Resolution approving donation:
  - A. In memory of Ella Marten from
    - Mavis Butler .....\$25.00
    - Shirley and Marvin Davis .....\$20.00
    - Catherine Divine-Koch .....\$25.00
    - Ellen Fisher.....\$50.00
    - Mary Frahm .....\$20.00
    - Gene and Sue Glass.....\$30.00
    - Chris Hunziker .....\$100.00
    - Dixie and Alan Jones .....\$25.00
    - Susan and Edward Jones .....\$25.00
    - Kristen Mangels and Murray Buchheit .....\$25.00
    - Cynthia Marten and Dallas Theis .....\$255.00
    - Susan and Paul Meenan.....\$24.00
    - Patricia Newman.....\$25.00
    - Pat and Harriet Patterson .....\$20.00
    - Jan and Don Payer .....\$25.00
    - Helen and Robert Rod .....25.00
    - Betsy and Michael Rosenzweig .....\$50.00
    - Olga and Joseph Rosenzweig .....25.00
    - Linda Watson.....\$25.00
    - Joan Welch .....\$100.00
    - Glenice Varley and Thomas Wessels .....\$25.00
    - From Mary Howard .....\$100.00
2. Minutes of the regular meeting of July 18, 2019
3. Payment of the claims 7/1/19 – 7/31/19

**Vote on Motion: 7-0. Approved unanimously. Resolution No. 2019-L021 adopted.**

**Public Forum:** None

**Administrative Staff Report:**

A. The Director gave a brief report to the Board.

- The summer reading program is in its final stretch ending August 22nd with the Dance Party Reading Celebration from 6:30 – 8:30 p.m.
- The Harrison Barnes Summer Reading Academy celebration event was held at Reimen garden with Heid, Schofer, and Smyles in attendance along with partners from Story County Reads.
- The annual Hot Dog Dinner Theater was held on August 8th with two sessions featuring magic shows; both sessions were jam packed.
- Schofer went to one of the star parties at McFarland Park that was really cool to see. There is another AEA Starlab on August 18.
- Step into Storybooks is September 28. Each child under the age of five will receive a free book.
- The Wearable Art Exhibit is getting some nice attention and drawing people to different areas of the library.
- Chalk the Walks will take place next Tuesday, August 20. This is generally a passive program but Schofer is going to be more intentional with a “Everyone is Welcome Here” lettering out front, some giant mandala outlines, and some chalk sticks so that it is a bit more accessible to those who may not be able or willing to get down on the ground.
- Logsdon was approached by Ames Historical Museum (formerly Ames Historical Society) colleagues and took the lead on applying for an ALA Traveling Exhibit. The application required quick turn around and several letters of support. Schofer was able to connect with the School Superintendent who also wrote us a letter of support. Schofer agreed to set up a time to follow up on what opportunities there may be for us to partner and collaborate more generally with the Superintendent. We should find out in October if we will be selected for the exhibit.
- Pub Fiction is next Week Thursday August 22; at least 75 tickets have been sold.
- Pridefest is Saturday, September 7. Several informational panels and fun programs for various ages are planned. Library activities are planned from 10:00 a.m. – 2:00 p.m. with outdoor activities 11:00 a.m. – 8:00 p.m. The main stage will be setup outside of the Octagon. Proper permits were obtained. No alcohol is allowed. This is a family friendly event.
- We are working on a poetry celebration with Signal Poetry Sept 13 -15.
- Schofer has been attending chambers events, ribbon cuttings, afterhours, Ames Main Street Meetings, etc. as well as fundraising events such as Food & Brew and Farm to Table meeting various members of the community.
- Schofer has attended Rotary a few times with Beck and has been invited to speak about the library on October 7.

- Schofer had a great meeting with Kresse from United Way and heard more about their efforts including Grade level reading and some plans to do a data portal that we will be able to access.
- We were at the Blast Back to School Event last Friday that draws over 1000 families for free back to school supplies. Schofer and Morton had some APL branded giveaways and issued some library cards on the spot.
- The bookmobile has been doing its regular stops, as well as additional stops at parks for the summer. We had a great spot at the farmers' market last weekend near the petting zoo. When Schofer popped in there were a lot of families reading together on the bus. The bookmobile was also at the National Night Out event last week at Band Shell Park where they did a scavenger hunt for over three hundred people.
- Tuckness moved from Youth Services to Resource Services; that position will be available.
- Quinn is retiring September 6; we will be reviewing applications for this position.
- Two aides were just hired; one just started, the other offer was just accepted.
- Thom, our custodian through the cleaning agency, just lost his daughter in a tragic accident. The visitation was today with the funeral tomorrow.
- Schofer is going to begin a weekly email to all staff to foster communication.
- We are beginning the conversations about strategic planning.
- The annual report planning is also scheduled to be completed in the near future with the goal of having something drafted by September 31.
- The Story County Library Association needs to compile budget information to take to the Story County Board of Supervisors. We are going to ask them to pull a few numbers from their state reports and design something a little more visually friendly to take this year.

#### **APLFF Report:**

The meeting focused on the final planning of the "Pub Fiction" event. Pub Fiction is a literary pub crawl that will be taking place on Thursday, August 22, benefiting the Ames Public Library Friends Foundation. Participants will dress as literary characters and visit six downtown Ames drinking establishments, all with different themes and exclusive drink specials. This is being advertised through radio ads and flyers.

#### **Policy Review:**

An Ad Hoc committee met to review the Bylaws. They reviewed relevant State Codes, other Boards' Bylaws, and sought guidance from relevant departments. The Board briefly discussed the pros and cons of the Nominating Committee being appointed in January versus May.

**Moved by Glatz, seconded by Raman, to approve the revisions to the Bylaws as presented. Vote on Motion: 7-0. Approved unanimously. Resolution No. 2019-L022 adopted.**

Staff reviewed relevant state coding, sought guidance from the State Law Librarian, and reviewed relevant Ames Public Library policies including the Conduct in the Library Policy, Display and Exhibit Spaces Policy, and Programs Policy to recommend changes to the Meeting Rooms and Study Rooms Policy.

**Moved by Glatz, seconded by Raman, to approve the revisions to the Meeting Rooms and Study Rooms Policy as presented. Vote on Motion: 7-0. Approved unanimously. Resolution No. 2019-L023 adopted.**

**Trustee Comments:**

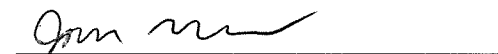
- Glatz – busy month listening to that
- Raman – thank you
- Marshall – thank you
- Myers – sounds awesome
- Looft – thank you

**Adjournment:**

**Moved by Myers, seconded by Marshall, to adjourn at 7:33 pm. Vote on Motion: 7-0. Motion approved unanimously.**

The next regular meeting will be on Thursday, September 19, 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