

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
September 21, 2017**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, September 21, 2017, in the Dale H. Ross Board Room, 515 Douglas Avenue, with Acker, Barchman, Briese, Glatz, Kluesner, Linch, Marshall, and Rohret in attendance. Butler was excused. Library Director Carey and Dr. Constance Beecher were also present.

Call to Order: Board President Acker called the meeting to order at 7:00 p.m. and indicated that the meeting would begin with Board Education.

Board Education—Small Talk Findings: Dr. Constance Beecher, Assistant Professor, Iowa State University School of Education Family Literacy Extension, briefly described how the Small Talk in Story County program is being conducted and how it has changed since its inception. She said Small Talk is currently focusing on how to make program delivery as effective as possible and how to replicate it in additional settings. New locations in Marshall and Boone Counties have been selected in order to get participants from non-college towns. Dr. Beecher said that after having analyzed 10 years of data, the LENA Foundation is finding a high correlation between language experiences at age two and cognitive outcomes in junior high.

When asked if the grant from the LENA Foundation had been sufficient to conduct the program properly, Dr. Beecher stated that there were enough funds; however, not having an in-house grant person has been hard. The team is finding it difficult and time-consuming to track all the budget items—especially because the anonymous grant requires a local match, which requires writing applications for additional grants and those, once received, sometimes have requirements of their own.

When asked how these activities cross over into the activities going on in the Library, Director Carey said she is eager for the day when what is being learned now can be fully implemented. So as not to skew the data, she said APL will not engage in a campaign to spread the information until the research work is done. In the meantime, Carey said she is pleased to have a growing relationship with Dr. Beecher’s program and with Raising Readers in Story County; she is also happy to see that families who participate in Small Talk become library customers.

Consent Agenda:

Moved by Glatz, seconded by Rohret, to adopt a resolution approving the following items on the consent agenda:

1) Resolution accepting donations:

- a) From Peggy Chidister\$39.98
- b) In honor of Herb Harmison from Beverly McMahan\$50.00
- c) In memory of Grace Amemiya from Susan and Edward Jones\$25.00
- d) In memory of Bernice Carter from
 - i) John and Jill Anderson\$25.00
 - ii) Dawn Marsh\$25.00
- e) In memory of David Henricks from Joy and John Kix\$25.00
- f) In memory of Carla Jacobson from:
 - i) DeAnn and Steven Frisk\$20.00
 - ii) Sherry Smay\$20.00
- g) In memory of Gerald Smith from:
 - i) Charles and Rosemary Berget.....\$20.00

- ii) Pat Brown\$25.00
 - iii) Sally and Gerald Chase.....\$75.00
 - iv) Herb Harmison.....\$100.00
 - v) Joan Mathews.....\$25.00
 - vi) Anita Nichols\$20.00
 - vii) Jean Peterson.....\$50.00
 - viii) Barb Seydel\$50.00
 - ix) Charles and Ardeth York.....\$125.00
- 2) Motion approving minutes of the regular meeting of June 15, 2017
 - 3) Motion approving payment of claims 7/1/2017 – 7/31/2017 (FY17 accruals)
 - 4) Motion approving payment of claims 7/1/2017 – 7/31/2017 (FY18)
 - 5) Motion approving payment of claims 8/1/2017 – 8/31/2017
- Vote on Motion: 7-0. Approved unanimously; Resolution No. 2017-L023 adopted.**

Public Forum: None.

Financial Reports: Year-end reports for fiscal year 2016/17 (FY17) were presented.
Moved by Kluesner, seconded by Marshall, to accept the FY17 Financial Reports.
Vote on Motion: 6-0. Carried unanimously.

Ames Public Library Friends Foundation (APLFF) Report: Acker said that \$3,500 had been made in Literary Grounds last month and \$2,700 was raised at Pub Fiction. A mini book sale was held last weekend and the Teen Advisory Group's Star Wars run was successful, but no income totals are available yet. Two Author Cafes are coming up: one for an adult audience on October 7 will showcase authors Sarvinder Naberhaus and Susan Maupin Schmid; another directed toward children (with adults) on October 8 will feature Susan Owen and Tim Read.

Administrative Staff Report: Carey stated that the summer was highlighted by the Summer Food Service program, which provided over 5,500 meals to children and family members, engaged nearly 100 highly motivated APL youth volunteers, and provided opportunities for several interns and AmeriCorps workers. She said programming is gearing up for fall, with more and more community groups looking for partnerships. Conversations are taking place in English, Chinese, and Arabic, and a group using American Sign Language will start in October.

Carey said that the Operations Coordinator Position has been approved by the City and the Library is interviewing and hiring interns now. A small group is starting to work on budget adjustments for the current fiscal year (2017/18) and requests for 2018/19.

Carey said the Library is working though Story County Reads on a proposal to share data with area school systems, in hopes that it might be possible to correlate participation in Small Talk, Baby Talk, or Raising Readers in Story County programs with school outcomes. She said the data indicates that early intervention, information sharing, and parental involvement are the keys to developing successful adults; the Ames group is determined to make sure 100% of local children are ready for school at the appropriate time.

Carey said that she plans to attend the Iowa Library Association (ILA) pre-conference session on succession planning in October. Trustee Glatz will attend the ILA Conference, as well, and may have an opportunity to attend a summary session on that topic.

Responding to questions, Carey stated that warranty repairs are taking place on the roof to stop some leaks and that construction is complete on the Wow Wall. The lights will be turned on in

conjunction with a “grand opening” that is in the planning stage. Carey said she felt as if there have been fewer requests to use the building during extended hours. The most interest is in getting in before the building opens so that meetings can start right at 9 a.m. There’s not much trouble getting people to leave by 9 p.m.; most groups have adjusted to the rules.

There was brief discussion about the statistical reports at the end of the packet. Carey noted that the number of Adult Programs offered went up significantly, while Youth and Project Smyles Programs are returning to their former levels.

Expressions of Concern Policy:

Moved by Briese, seconded by Barchman, to adopt a resolution revising the Expressions of Concern Policy and Statement of Concern Form as presented/amended.

The trustees felt there did not need to be so many warnings that the Statement of Concern would be public information. During discussion on the topic, Carey said that once a written document is submitted to the Director, it becomes discoverable (meaning that it could be shown to anyone who inquired about it), but it would be included in the board packet and discussed in open meeting if the matter were taken to the Board of Trustees. A question was raised about when the form was to be submitted to the Library Director.

**Moved by Kluesner, seconded by Barchman, to table discussion and direct staff to resolve the inconsistency between the policy and the form.
Vote on Motion: 7-0. Carried unanimously.**

Public Participation Policy:

**Moved by Rohret, seconded by Glatz, to reaffirm the Public Participation Policy as it currently exists.
Vote on Motion: 6-0. Carried unanimously.**

Investment Policy (Discussion): Carey said the Budget and Finance Committee looked at this policy and is satisfied with it. Its purpose is to ensure that the Library is compliant with City practices and puts the City Treasurer in charge of investment activities.

Petition Policy (Discussion): Carey said no changes are proposed by staff. She added that the intent of the policy is not to inhibit free speech; rather, to minimize the possibility of some persons interfering with others’ enjoyment of the library. Carey noted that petitions are allowed as part of a scheduled meeting or program.

October Meeting Date Change: Acker stated that the Library Director and others will be attending the Iowa Library Association Conference on October 19, when the regular meeting date falls.

**Moved by Briese, seconded by Rohret, to hold the next regular meeting on Monday, October 23, 2017, at 7 p.m.
Vote on Motion: 6-0. Carried unanimously.**

Trustee Comments:

Glatz said that he appreciated the education component on the Small Talk Program.

Adjournment: The meeting was adjourned by consent at 8:21 p.m.

The next regular meeting will be on Monday, October 23, 2017, at 7:00 p.m., in the Dale H. Ross Board Room, Ames Public Library, 515 Douglas Avenue.

Karen C. Thompson, Administrative Assistant

Sarah Barchman, Board Secretary