

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
July 18, 2024**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, July 18, 2024, in the Dale H. Ross Board Room with Crain, Gibson, Johnson, Mitchell-Conway (7:05 pm), Rearick, Reger, Reynolds, and Thorbs-Weber in attendance. Myers was excused. Assistant City Manager Goldbeck, Director Schofer, and Youth Services Library Assistant Philby were also in attendance.

Call to Order: President Johnson called the meeting to order at 7:02 p.m.

Consent Agenda:

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

1. Motion approving minutes of the regular meeting June 20, 2024
2. Motion approving payment of claims 6/1/24 – 6/30/24

**Vote on Motion: 6-0 (Johnson abstained; Mitchell-Conway and Myers excused).
Approved unanimously.**

Public Forum: None

Activity Reports:

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

- Schofer will be on vacation from July 19-26, 2024. Managers will cover in her absence.
- The bid request for carpet replacement is posted and scheduled to close on August 9. This is for the entry, youth area, adult area, and study rooms.
- Schofer received word today that the complaint to the Iowa Public Information Board was dismissed.
- Schofer and Briseno had a second conversation with our County Supervisor Murken about possible federal grant money that could be available to support circulating hotspots and possibly tablets in Story County. Schofer reached out to our State Librarian to see if they may be planning an initiative with the same federal money. This is in the planning and discussion phase. Schofer will keep the Board posted as things develop.
- In staffing news:
 - Phone interviews for the Youth Services Assistant position were conducted last week. Out of 55 candidates, 13 were selected for phone interviews, and six of those candidates will come for in-person interviews next week.
 - Adult Services Library Assistant Martin has resigned. Her last day was Monday.
 - There will be interviews for an Adult Services Intern coming up soon.
 - There are Library Aide positions posted now.
- Schofer had a second meeting with Goldbeck, Eames, and members from the Parks and Rec, Police, and Legal Departments to review our services and response to

homeless community members. Goldbeck is leading these meetings every two weeks. There have been upticks in overnight stays at the parks and in front of the library. It's our hope to further explore what we might collectively be able to do along with ASSET organizations and other community partners. The City may explore how to find a way to have park rules incorporated in a way that police could more readily enforce them. They may also explore what can be done about restricting camping or sleeping overnight outside City buildings. For the library's part, Schofer is working with the PIC team and Leadership Team to review our process for managing the outside space during the day and explore adaptations we might make to our outside physical spaces in terms of design or safety elements- i.e. landscaping, lighting, no smoking signs. Staff came up with some possible language that may help us better respond if patrons bring in large carts or excessive baggage after compiling some language from other libraries. Schofer will have the PIC team also review and discuss this before bringing it back to the Board as an update to the Conduct Policy. Our staff work hard to help people successfully use the library and generally it works out sometimes we need to have some boundaries and limits.

- Schofer shared some of the comments from our strategic planning survey around this topic.
- The Board discussed homelessness.
- Thorbs-Weber would like a thank you and strategic planning update sent to all those who participated in the focus groups and surveys.

Ames Public Library Friends Foundation (APLFF) Report: Gibson gave a report to the Board.

- They are working on obtaining a gambling license for trivia night.
- The July booksale was successful. The next sell is the second weekend in November.
- APLFF will not meet in August.
- They are working on revising board member agreements.
- Rippke Design sent mood boards. They will be coming to meet with the fundraising committee on August 8 to review the mood boards. This is part of the process to update the APLFF logo and website.

Budget & Finance Committee Report: Crain gave a report to the Board.

- The committee met Monday and reviewed the estimated final FY24 budget. The fiscal year ended June 30, 2024.
- The last invoices need to be submitted by 7/19/24.
- There will be some additional expenses posted to FY24, but it is expected that the budget will come in just under 99% spent which is great.
- There are no concerns or unexpected expenses at this time.

Moved by Reynolds, no second needed, to approve the financial report as presented.

Vote on Motion: 7-0 (Johnson abstained; Myers excused). Approved unanimously.

Assistant City Manager Report: Goldbeck gave a report to the Board.

- The ice arena is open year-round except for 3 weeks. They use this time for maintenance and repairs. This year they installed a new compressor.
- A new Ice Arena Manager was hired and began at the beginning of July.
- They will be recruiting for an Ice Arena Coordinator position in August.
- The Schainker Plaza is having safety issues with concrete deficiencies. These concerns were relayed to project contractors Henkel Construction and Everything Ice and Confluence, Inc., who agreed the surface needed to be fixed. They are trying to get the issues resolved, until they can agree how to do so, the project is delayed. They may be hiring a third party to assist with problem resolution.
- The City of Ames received a \$810,500 U.S. Forest Service grant to be distributed over five years for use on various urban forestry projects. Part of this grant will be used for removing ash trees and hiring temporary staff for the work.
- CyRide had a rodeo on June 8th for drivers to show off their driving skills through an obstacle course. Two staff will get recognized for the Professional Driver Award and the Iowa Public Transit Operations Operator of the Year.
- The City of Ames, in partnership with the ISU Office of Sustainability, annually hosts "Rummage RAMPage," a community sale designed to keep reusable items out of the waste stream. The event grew from the desire to repurpose items often left on the curb during the annual move out and lease changeovers, and to keep these items out of the landfill. Rummage RAMPage works by selling items that are donated. Non-profit agencies send volunteers to help run the sale and share in any profit. The event is open to anyone to donate or shop. Rummage RAMPage starts next Friday, July 26 and runs through August 5. Pick up service is available.
- Summer is here. City of Ames Electric has a campaign to lower electricity use during peak times.
- At the July 9th City Council meeting, they approved the third reading of chapter 28 approving a small pilot program where forty customers will opt in to see how a "time of use" rate model, where different rates for electric services are charged at different times of the day, will affect their bills. The results will be reviewed in the future to see if moving to such a model would be beneficial.
- There will be a hearing on a major site development regarding turning the old Burger King to a Dunkin Donuts.
- With warm weather there is street painting underway along with a lot of construction. Individuals can sign up to receive alerts on where construction is happening.
- DEI Coordinator Eames gave an update to City Council on what she has been working on the last year. She has been getting to know non-profit groups, student groups, and establishing connections in the community. She has been helping Human Resources with recruitments. She has been assisting with ADA compliance and Human Relations.
- Nolan Sagan will be joining the City of Ames as our first Sustainability Coordinator beginning Monday, July 22. Sagan has a Master's Degree in Environmental Geology from the University of Kansas and a Bachelor's Degree in Environmental Science from the University of Northern Iowa. He has worked for Spire Energy as their

Sustainability and Asset Specialist for the last five years, leading and executing the company's comprehensive GHG inventory.

Board education: Youth Services Library Assistant Philby gave an overview of the summer reading, summer meals, and summer programming including the Terrific Tuesday presenters.

Policy Review:

Authority Policy: This policy was brought to the Board last month for discussion and reviewed by the City Legal Department. No changes are recommended. The Board discussed the policy.

Moved by Reynolds, seconded by Reger, to approve the review of the Authority Policy as presented.

Vote on Motion: 7-0 (Johnson abstained; Myers excused). Approved unanimously. Resolution No. 2024-L017 adopted.

Mission, Values, and Strategic Planning Policy: Schofer introduced the policy. The Board discussed the policy. Suggested changes include adding a link to the City's website and changing The Ames Public Library Board of Trustees to The Ames Public Library and Board of Trustees. This policy will be reviewed by staff and brought back next month for action.

Trustee Comments:

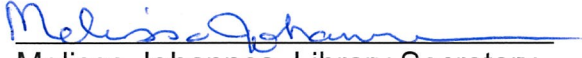
- Reynolds – appreciates the conversation and thank you all for being here.
- Reger – another great meeting, great to hear all the things going on at the library. It's a great place (left at 8:32 pm)
- Rearick – thank you for including all the comments
- Gibson – pleased to see that conversations are turning to actions, acknowledging there is a problem, and she is happy some positive activity is going on. Libraries foster conversations. A little one she knows had to show his summer reading prize to her. It is great to see the excitement that summer reading inspires.
- Thorbs-Weber – as usual she appreciates the opportunity for discussions around issues that are important to most of us. She is conflicted also because homelessness is a big issue. Staff are overwhelmed, homeless people are patrons too, where is the balance between the person complaining and a person. Hate to turn people away as this IS a welcome place.
- Mitchell-Conway – she blames Ronald Reagan. This is a result of decades of bad policy, it is a State Health policy, he removed asylums. Where is social housing.
- Crain – appreciates all the discussion, hope everyone has a great night.

Adjournment:

Moved by Mitchell-Conway, seconded by Gibson, to adjourn at 8:39 p.m.

Vote on Motion: 6-0 (Johnson abstained; Myers and Reger excused). Approved unanimously

The next regular meeting will be on Thursday, August 15, 2024, at 7:00 p.m. in the Dale H. Ross Board Room.


Melissa Johannes, Library Secretary


Matt Crain, Board Secretary