

President Carol Grant called the regularly scheduled meeting of the West Des Moines Library Board of Trustees to order at 5:00 p.m.

Board	Carol Grant <i>President</i>	Ray Seidelman <i>Vice President</i>	Craig Long <i>Secretary</i>	Mary Brooks	Jean Fajen	Melissa L. Gillespie	Bryan F. Myers
Present	X	X	X	X	X	X	X

Staff	Darryl Eschete <i>Library Director</i>	Susan Greenwood <i>Administrative Secretary</i>
Present	X	X

Council	Renee Hardman <i>Council Liaison</i>
Present	Arrived at 6pm

Others in attendance: Jeff Kapan, David Foster

APPROVAL OF AGENDA:

It was moved by Seidelman, seconded by Brooks, to approve the agenda as presented. Agenda was approved unanimously by voice vote.

PUBLIC FORUM: No public attendees.

APPROVAL OF MINUTES:

Greenwood noted that the Board Secretary signature line was updated to Craig Long.

It was moved by Gillespie, seconded by Brooks, to approve the July 19, 2022 minutes as previously amended. Minutes were approved unanimously by voice vote.

DIRECTOR'S REPORT:

A. Meeting with Campus Stakeholders

Eschete informed the Board that library staff will be at Tiger Launch to provide information about and expectation for library use. The new Southwoods Principal and the new Superintendent are both open to deepening their relationship with the library.

B. Request for Friends Funding: FY23-24 Library Program Funding – Action

Director Eschete reported that with the budget planning cycle beginning comes the request for Friends to pledge their support for next Fiscal Year.

It was moved by Gillespie, seconded by Fajen, to approve the request to the West Des Moines Public Library Friends Foundation for library-administered program support in the amount of \$26,000. Motion approved unanimously by voice vote.

C. Request of Friends Funding: Local History Program

Director Eschete shared that this is one of the most popular adult programs offered at the library. The WDM Historical Society is asking for the same level of program support as last year.

It was moved by Long, seconded by Brooks, to approve the request to the West Des Moines Public Library Friends Foundation for library-administered program support in the amount of \$1,500. Motion approved unanimously by voice vote.

D. Annual Report

Director Eschete reported that staff are working on the annual report.

E. Meeting with City Manager RE: Security

Director Eschete shared that he met with the Police Chief and City Manager and learned that the schools will not have contract security this year, they have hired staff to fulfill that role. There are conversations continuing about if the school would like to partner to share those positions. If that isn't workable solution the library will look into recruiting for an internal employee position to handle building security.

F. Circle of Friends Talk

Director Eschete informed the Board that the meeting on August 11 was attended by a friendly and interested audience.

G. Pop-Up Library Vehicle – Progress Report

Director Eschete reported that the pop-up library vehicle will appear on an upcoming City Council agenda for their approval of city funding for insurance and maintenance.

H. Valley Junction Kiosk Usage Report

Director Eschete shared the monthly kiosk usage report.

I. Gift Trust Report

Director Eschete provided the updated report on funds available in the Gift Trust.

APPROVAL OF BILLS - *Action:*

It was moved by Seidelman, seconded by Myers and approved unanimously by voice vote to approve the August 16, 2022 bill list as presented.

BUDGET REVIEW:

Director Eschete shared the monthly budget report.

ASSIGNMENT REPORTS:

Friends:

Fajen and Brooks have worked out their rotation. Fajen will attend in August.

Personnel/Nominating:

No items.

Operations:

Operations met with Baton Global on 8/1 for preliminary review of the proposed Strategic Plan.

It was moved by Gillespie, seconded by Myers, to approve the August 1, 2022 Operations Committee minutes as presented. Minutes were approved unanimously by voice vote.

City Council Liaison:

Hardman shared that City Council members are working well together on many large development projects. She shared that on September 1 she and Audrey Kennis will be recognized for their DEI efforts at the Chamber of Commerce Summit.

OTHER BUSINESS:

A. Strategic Plan Presentation: Bâton Global.

Kapan and Foster presented the proposed Strategic Plan. Director Eschete commented that as opposed to the very granular, tactical, diagnostic document we worked from between 2017 – 2022—a document complete with suggested time frames for completion of specific changes-- you'll see this one is more thematic and statistics-oriented. He added that it frees the library for innovation and 360-degree discussion of approaches to emerging and adjusting trends and demands.

It was moved by Seidelman, seconded by Brooks and approved unanimously by voice vote to adjourn the meeting at 6:21 p.m.

Respectfully submitted,

Attest,

Craig Long, Secretary

Susan Greenwood, Library Administrative Secretary