

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	

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

Council	Renee Hardman <i>Council Liaison</i>
Present	

Others in Attendance: Jenna Ehler

APPROVAL OF AGENDA:

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

PUBLIC FORUM: No public attendees.

APPROVAL OF MINUTES:

It was moved by Fajen, seconded by Brooks, to approve the September 20, 2022 minutes as presented. Minutes were approved unanimously by voice vote.

DIRECTOR'S REPORT:

A. Illumifest

Eschete informed the Board that Illumifest went well with 559 riders on the Friends-sponsored train.

B. Budget Preparation

Eschete shared that budget preparations are ongoing. The Board discussed the idea the money budgeted for the security position could be repurposed for upgrading two $\frac{3}{4}$ time circulation positions to full-time and adding a $\frac{1}{2}$ time Adult Services Assistant position. In exchange, additional cameras and training would be added to current security measures. The board talked through their concerns and expressed support for Director Eschete's recommendation.

C. One Solution/Rebels for Peace

Director Eschete reported that the program was about changing minds and outcomes and that their ideas were a breath of fresh air.

D. Citizen Survey

Director Eschete noted that the results of the City's Citizen Survey have been shared with overall satisfaction with the Library over 90%.

E. Iowa Library Association Conference - Coralville

Director Eschete shared that three staff members attended the 2022 fall ILA conference in Coralville.

F. Memorial Garden

Director Eschete informed the Board that the City's horticulturist and arborist completed the garden this fall and that a memorial plaque has been installed.

G. Division Report – Head of Youth Services

Ehler spoke about all the policies and procedures in place this school year with the Teen Center. She also spoke about upcoming programs and the anticipation for the new outreach vehicle. The Board thanked Ehler and her Team for all their hard work.

H. Valley Junction Kiosk 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 Brooks and approved unanimously by voice vote to approve the October 18, 2022 bill list as presented.

BUDGET REVIEW:

Director Eschete shared the monthly budget report.

ASSIGNMENT REPORTS:

Friends:

Brooks attended the September meeting. She reminded the Board that the Friends are looking for business contacts and they will begin their personal fundraising campaign soon. The Friends will host a large in-person book sale 12/1-12/3, more details will be coming soon.

Personnel/Nominating:

No items.

Operations:

No items.

City Council Liaison:

Hardman not present.

OTHER BUSINESS:

Greenwood shared some anticipated changes to the statistics sheets based on changes to the State annual reporting requirements. Changes in monthly stats reported to the Board will also allow staff to focus on the balanced scorecard items identified by the strategic plan. Eschete reminded the Board to email him regarding the City's Related Parties disclosure for the City audit. Eschete also informed the

Board that the Library put together a box of Book Sale items for the City of Cumming's new Little Free Library.

It was moved by Fajen, seconded by Seidelman and approved unanimously by voice vote to adjourn the meeting at 6:13 p.m.

Respectfully submitted,

Attest,

Craig Long, Secretary

Susan Greenwood, Library Administrative Secretary