

President Carol Grant called the regularly scheduled meeting of the West Des Moines Library Board of Trustees to order at 5:03 p.m.

<b>Board</b>	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
<b>Present</b>	X	X	X	X	X	X	X

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

<b>Council</b>	Greg Hudson <i>Council Liaison</i>
<b>Present</b>	

**APPROVAL OF AGENDA:**

It was moved by Fajen, seconded by Brooks, 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 Gillespie, seconded by Seidelman, to approve the April 18, 2023 minutes as presented. Minutes were approved unanimously by voice vote.

**DIRECTOR’S REPORT:**

**A. Outreach Vehicle Update**

Director Eschete informed the Board that the schematics have been approved with TechOps. Maggie Martin and Nate Huber are working on the wrap design that the public will have input on and the Friends will assist with naming.

**B. Division Report – Head of Adult Services**

Director Eschete provided information from Jen Ohzourk’s report including ongoing and new programs and initiatives in the Adult Services Department. The Board expressed enthusiasm for the wonderful things Ohzourk and her team are doing.

**C. Youth Justice Initiative Meetings**

Director Eschete reported that he attended recent meetings about upcoming trainings and work with Rebels for Peace.

**D. Community Engagement Presentation**

Director Eschete noted that on May 3 he presented about the library to the Community Engagement group. He added that they were very interested in the role that the library plays in the community.

**E. Delayed Opening on June 1 – Action**

Director Eschete requested the Board consider a delayed opening for an extended all-staff meeting on June 1.

It was moved by Gillespie, seconded by Fajen and approved unanimously by voice vote to approve the library delayed opening of 10:30am on June 1.

F. Building Cameras

Director Eschete reported that the newly installed cameras have already proven to be very helpful.

G. Library Technology Audit

Director Eschete informed the Board that staff are awaiting the results of the staff and public surveys.

H. Gift Trust Update

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

APPROVAL OF BILLS - *Action:*

It was moved by Brooks, seconded by Long and approved unanimously by voice vote to approve the May 16, 2023 bill list as presented.

BUDGET REVIEW:

Director Eschete shared the monthly budget report.

ASSIGNMENT REPORTS:

Friends:

Fajen reported that the deposit procedures are being updated. The Wine and Cheese event was profitable and they are considering moving it back to the Library next year. The PR Committee is working on the authors events for next year. There are 6-8 openings for July and they will have recommendations for the June meeting. Updated bylaws may also be available by the time new officers take effect.

Personnel/Nominating:

Grant noted that the Committee will meet tomorrow night in advance of the June meeting and closed session.

Operations:

The Operations Committee has an upcoming meeting to continue discussions about the kiosk starting with an expanded marketing campaign.

City Council Liaison:

Hudson not in attendance due to a vehicle issue this evening.

OTHER BUSINESS:

Grant reminded the Board that the June meeting could be up to 90 minutes as it includes the closed session to discuss Director Eschete's performance review. Greenwood shared that the Library has put in a parade application for the WDM Independence Day parade on July 3 and any interested Board members are welcome to join staff and the library van.

It was moved by Seidelman, seconded by Fajen and approved unanimously by voice vote to adjourn the meeting at 5:49 p.m.

Respectfully submitted,

Attest,

Craig Long, Secretary

Susan Greenwood, Library Administrative Secretary