The Library Board of Trustees meeting was called to order by Secretary, Isobel Osius on Tuesday, February 19, 2019, at 4:17 PM at the Central Library. Board members present were Isobel Osius, Bob Mahaffey, and Jennifer Fihr via telephone. Wes Graham and Julie Thorsen reported they would be absent. Staff present included Director Sue Woody, Linda Roe, Tim Paluch, Sarah Scholten, Brooke Santillan, Jen Tormey, Nikki Hayter, Carolyn Greufe, Brenda Hall, Ashley Molzen, Genevieve McCleary, and Bekki Kirkland. Also present were Luke DeSmet, Assistant City Attorney and Dory Briles, Library Foundation.

Introductions were made.

MINUTES

Board members reviewed the minutes of the January Board meeting. Mahaffey moved to approve the minutes of the January 15, 2019 meeting. Fihr seconded the motion. All voted in favor.

NEW BUSINESS

Library Board Resolution 19-172 Approving Agreement with Professional Employees Lodge No. 254, International Association of Machinists and Aerospace Workers Unit 11 and the Des Moines Public Library. Osius read the Resolution. Mahaffey moved to approve Resolution 19-172. Fihr seconded the motion. Woody explained that this is a three-year contract with 2.25% increases in the first two years and 2.0% increase the third year. This will put both Unit 10 and Unit 11 on the same contract cycle. Fihr, Mahaffey, and Osius, voted in favor in a roll call vote. Graham and Thorsen were absent. Motion carried.

DMPL Programming Policy – Woody explained the policy has designed in accordance with the American Library Association Guidelines. We have diverse programs at the Library and the policy is simply being proactive in that the Library Board of Trustees supports library staff. Fihr asked if it had been reviewed by City Legal and it had not. Roe will submit to City Legal and bring approved policy back to the Board at the March meeting.

Cooling Tower – Woody explained that the bearings and belt portion of the work has already been approved. While estimating that work it was determined that the basin of the tower needs to be sealed and a new media unit will need to be installed. The Baker Group, who is doing the bearings work, has contracted with a company from out of town, Arma Coatings, who can spray the sealant coating on our chiller tower while they are in town. The media will crumble when it is removed to seal the bin, so while it is disassembled a new media will need to be installed. We will need our A/C up and running once we hit an outdoor temperature of 45 degrees. The replacement of the new media will be $50,587.00 and lining the tower basin with Polyurea will be $20,605.00 for a total of $71,192.00. Woody explained that we will split the additional cost between our CIP and Operating Budget. Mahaffey motioned to approve and begin the chilling tower repairs as soon as possible. Fihr seconded the motion. All voted in favor.
Carpet Bids – Forest and North carpet bids are updated and they are right in line with the previous bids approved in the CIP Budget. Woody explained that these are not final bids at this point. The installation was under the assumption that both libraries would be closed for two weeks, and that is not acceptable. Woody and Choda will meet with the contractor on Friday, February 22, 2019 to discuss options and/or additional costs to their bids to remain open during carpet installation. Woody will present the bids at the March Library Board of Trustees meeting.

FINANCIAL REPORT

Woody reviewed the Foundation gifts for the month and asked the Board members to accept the Foundation gifts in the total amount of $1,353.61. Mahaffey moved to approve the Foundation gifts. Fiihr seconded the motion. All voted in favor.

Board members reviewed the Check Register and Financial Report. Fiihr moved to receive and file the financial reports as presented. Mahaffey seconded the motion. All voted in favor.

DIRECTOR’S REPORT

Woody presented her director’s report as follows:

• Woody informed the board that we have received the American Enterprise grant again this year. This will be used to host adult programs, senior outreach and book club kits.
• Graham and Woody attended the Foundation Board Retreat on January 26, 2019. The Foundation has approved the 2019 Priority Requests in the amount of $232,000.00 upfront with an additional $30,000.00 committed upon the completion of finalized plans for DMPL Library Card initiative and a Collaborative High-Tech Learning Environment. Woody, with gratitude, thanked the Foundation for their work on behalf of the Des Moines Public Library.
• Woody noted that the City of Windsor Heights is inquiring about entering into an agreement to provide library services as they did in the past.
• Woody presented a copy of the Des Moines Fire Department Legacy book. The Des Moines Fire Department has donated six copies, one for each branch, with a special inscription specifically for the DMPL.
• Woody handed out a stack of the FAQ sheets regarding the one cent sales tax increase, and asked board members to distribute to acquaintances. This sheet gives basic, clear information about the Local Option Sales and Service Tax being voted on March 5, 2019.
• Woody is currently working on getting a police presence in the library. We are a warming center and that can bring about some difficult circumstances.
• Woody welcomed our new full-time librarian at Central, Katie Bliss.

FOUNDATION REPORT

Briles announced the new Executive Board of Directors and mentioned new board member Cassie Bonefas, who is The Next Chapter representative. Briles reiterated the 2019 Library Priority Request approval. Trivia Smack down will be held Friday, April 12, 2019 at Noce at 7:00 PM. Briles reported that Lamar Advertising will be donating electronic billboard promotions for the AViD events. Briles has obtained two new sponsors for AViD and five past sponsors have increased their gifts for 2019.
ADJOURNMENT

The meeting was adjourned by declaration at 4:52 PM.
The next regular Board meeting will be held at 4:15 PM, March 19, 2019 at the Central Library.