

**KIRKENDALL PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES**

Thursday, December 18, 2014, 6:30p.m.

Location: Kirkendall Public Library

Present: Todd Beveridge, Cami Brazelton, Tamara Fujinaka, Kristen Gray, Bert Testa and Sam Mitchel

Excused: Lynne Boldt, Lory Johnson

Topic	Discussion
Call to Order	Todd Beveridge, President, called the meeting to order.
Approval of Minutes	Motion made by Fujinaka , seconded Gray by to approve the minutes from the November 20, 2014 meeting. Motion passed unanimously.
Consent Agenda	Financials update provided by Mitchel.
Policy/Procedure Review	Policies and Procedures will soon be posted to the City of Ankeny/Library's website.
Director's Report	Director Mitchel reported on Library staff work anniversaries, the FY 16 budget planning process and receipt of grant dollars by the Foundation for the Summer Reading Program from John Deere.
Department Reports	Department heads provided a handout covering recent progress and updates on: circulation, acquisitions, adult programs, young adult programs, children's programs and technology.
Old Business	Collections Agency: Discussed options to engage a third party to recover items not returned to Library. Mitchel to obtain contract information on the city's current vendor and discuss with city attorney.
New Business	Motion made by Gray, seconded by Brazelton to approve the proposed FY15 Closings and Holidays schedule. Discussed holding a Board retreat tentatively scheduled for Thursday, February 19 from 8:30-3:30pm.
Adjournment	There being no further business the meeting was adjourned at approximately 8:15 p.m.

Respectfully submitted, Cami Brazelton, Secretary