

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

Thursday, March 22, 2018, 6:30 pm

Location: Kirkendall Public Library

Present: Lory Johnson, Mike Wisner, Cami Brazelton, Heather Lilienthal, Kent Patterson, Bert Testa, Tamara Fujinaka, Sam Mitchel

Topic	Discussion
Call to Order	Brazelton called the meeting to order.
Approval of Minutes	Motion made by Johnson and seconded by Patterson to approve the February 2018 meeting minutes. Motion passed unanimously.
Consent Agenda	Financials update provided by Mitchel.
Director's Report	Mitchel provided a report on staff activity, facilities and city of Ankeny business.
Department Reports	The board reviewed February updates from department heads. Employee anniversaries include: Kelly Munter, children's librarian, has been working at the library for 12 years. Denise Halls, Emily Gardyasz, and Blanca Guerrero, library associates, have been working at the library for 12, 6, and 3 years respectively.
Old Business	<ul style="list-style-type: none"> A. New library: Twelve companies submitted bids to the city regarding the construction of the new library. The bid was awarded to Stahl Construction from Urbandale. One of the company's most recent projects was the new Johnston High School. The contract is scheduled to be signed at the April 2 city council meeting. B. Strategic Plan: The board plans to hold a strategic planning review session on May 5. C. Developing director evaluation schedule and process.
New Business	<ul style="list-style-type: none"> A. Board development training: The State Library of Iowa recommends an average of three to five hours per year per trustee. The State Library of Iowa provides a list of training options and the trustees discussed options for training, including possible webinars following regular board meetings.
Adjournment	Wisner motioned to adjourn, seconded by Testa. Meeting adjourned at 7:30 p.m. Next scheduled meeting: Thursday, April 19, 2018, at 6:30 p.m.

Respectfully submitted, Heather Lilienthal, Secretary

Approved: 4/19/18