

President Mary Brooks called the regularly scheduled meeting of the West Des Moines Library Board of Trustees to order at 5:00 p.m.

Board	Mary Brooks <i>President</i>	Carol Grant <i>Vice President</i>	Ray Seidelman <i>Secretary</i>	Melissa L. Gillespie	Bryan F. Myers	Ann Warren
Present	X	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	<i>virtually</i>

APPROVAL OF AGENDA:

It was moved by Grant, seconded by Warren, 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 Myers, seconded by Gillespie, to approve the September 21, 2021 minutes as presented. Minutes were approved unanimously by voice vote.

DIRECTOR’S REPORT:

A. Illumifest

Director Eschete informed the Board that the event at the end of the September was a success and the Friends sponsored kiddie train was very busy.

B. Iowa Library Association Conference

Director Eschete reported that the conference was the week of October 4. Several staff attended and some presented.

C. City Strategy Session

Director Eschete shared a summary of the 3-day department head retreat. Hardman suggested that Library Board members review Item 7C from Monday’s City Council packet which gives additional insight into the City’s equal housing initiatives.

D. Enrich Iowa

Director Eschete reported that the Library received the FY22 Direct State Aid funding.

E. Annual Report and Budget

Director Eschete shared that staff are making final edits to both the State Library annual report and the staff budget request.

F. Division Report – Head of Youth Services

Jenna Ehler summarized the youth services team's return to in person programming, her work on finding an outreach vehicle and Teen Center staffing and behavior issues. She gave information on the work being done with community partners. The Board discussed the issues being faced in the Teen Center. Councilwoman Hardman inquired about increasing staffing to help provide oversight in the Teen Center. Director Eschete responded that it would help and that the FY23 budget request will include a supplemental request for additional staffing at service desks.

G. Valley Junction Kiosk Usage Report

Director Eschete shared that kiosk use has dipped with school starting.

H. 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 Grant, to approve the October 19, 2021 bill list as presented. Bills approved unanimously by voice vote.

BUDGET REVIEW:

Director Eschete shared the budget reports.

ASSIGNMENT REPORTS:

Friends:

Seidelman shared that the Friends will be collecting children's book donations for Human Services in November. He also noted that the Friends have booked the Raccoon River Nature Lodge for April 7, 2022 to host their Wine and Cheese event. Warren shared that the Friends discussed further the funding application and decided it will only be used by Library staff.

a. Request for Approval of Grant and Funding Application for Friends Foundation – *Action*

It was moved by Myers, seconded by Gillespie, to approve of the use of the Grant and Funding Application by the Friends Foundation. Motion approved unanimously by voice vote.

Personnel/Nominating:

No items.

Operations:

Director Eschete shared that the Strategic Plan is being reviewed by City Legal, he will follow up and be sure it gets sent out.

City Council Liaison:

No items.

OTHER BUSINESS:

No items.

It was moved by Seidelman, seconded by Warren and approved unanimously by voice vote to adjourn the meeting at 6:12 p.m.

Respectfully submitted,

Attest,

Ray Seidelman, Secretary

Susan Greenwood, Library Administrative Secretary