

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

**Thursday, March 11, 5:30 pm**

**Location: Ankeny Kirkendall Public Library**

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

<b>Topic</b>	<b>Discussion</b>
<b>Call to Order</b>	Brazelton called the meeting to order.
<b>Approval of Minutes</b>	Motion made by Wiser to approve the minutes. Second by Fukinaka. Motion passed unanimously.
<b>Consent Agenda</b>	Financials update provided by Mitchel.
<b>Director's Report</b>	Mitchel reported on staff activity, facilities and City of Ankeny business. Fujinaka attended the annual library legislative day at the capitol.
<b>Department Reports</b>	The board reviewed monthly updates from department heads.
<b>Friends of the Library</b>	Friends group met on Feb. 25. Trivia night is planned for March 28 and has 8 tables available. As the Coronavirus situation continues to evolve, the committee is prepared to discuss alternative plans for the annual fundraising event.
<b>New Business</b>	<ul style="list-style-type: none"><li>A. Meeting start time proposed change: The group discussed moving up the start time of regular meetings from 6:30 p.m. to 6 p.m. Patterson made the motion to discuss it again at the April meeting. Fujinaka seconded. The proposed change will be discussed and voted upon in April.</li><li>B. The group discussed the option of offering automatic renewals to patrons. The trustees agreed to put establish it in circulation policy meaning a book that is due can be automatically renewed. Patrons can have two renewals for each checked-out item.</li><li>C. The trustees also discussed how the evolving Coronavirus situation may affect the library, from the potential grand opening with the city to day-to-day operations.</li><li>D. Mitchel is serving on a U.S. Census local task force. The library will have one computer dedicated to patron use for completing their census information online. Staff will be trained how to assist patrons reach the site and offer basic assistance. This will begin next week.</li><li>E. The group discussed establishing a process for adding art to the library.</li><li>F. Strategic planning will take place later this spring.</li></ul>
<b>Adjournment</b>	Johnson moved to adjourn and was seconded by Wiser. Meeting adjourned at 6:30 p.m. The board meets again April 16 at 6:30 p.m.

Respectfully submitted, Heather Lilienthal, Secretary

Approved: 4/23/20