

Meeting Minutes
Bondurant Community Library | Library Board of Trustees
Wednesday, September 1, 2021

1. **Roll Call:** *Members Present:* Pat Kaura, Craig Kinrade, Josh Bryant, Julie Bergeson, Jen Keeler and Craig Campbell. Library Director Sanders and Assistant Director Klinker-Feld were also present.
2. **Call to order:** Meeting called to order at 7:01 PM by President Kaura.
3. **Guests present:** Clint Jensen, Story Construction Management; Marketa Oliver, City of Bondurant; Angela McKenzie, City Council Liaison.
4. **Perfecting and Approving the Agenda:** Motion to approve the agenda by Keeler, seconded by Campbell. Motion carried.
5. **Capital Improvement Project:** Mr. Clint Jensen [Story Construction Management] provided detailed updates on the capital improvement project, necessary change orders and current budget information. Currently working on minor fixes, seeding/weeding and several fixtures on back order.
 - a. **Discussion/Decision Application and Certificate for Payment:** Motion to approve payment for the month of August, as amended, by Kinrade, seconded by Keeler. Motion carried.
 - b. **Discussion/Decision Change Orders:** Motion to approve change orders by Campbell, seconded by Kinrade. Motion carried.
6. **Approval of Consent Agenda:**
 - a. Minutes of past meeting
 - b. Financial Report
 - c. Approve Warrant list / authorize expenditures
 - d. Staff Report
 - e. Director's Report
 - f. Statistics Review

Motion to approve the above consent agenda by Bryant, seconded by Campbell. Motion carried.
7. **Public Comments:** None.
8. **Library Foundation Update:** Update provided on recent fundraising; grant applications; and the Friends of the Library group had an initial meeting.
9. **City Council Liaison Report:** Angela told of upcoming retail businesses coming to Bondurant; updated Board on long-term plans for the city; and complimented the new Library expansion, as the city recently utilized meeting space at the Library.
10. **Old Business:** None.

10. New Business:

- a. Review/Approve Clerk II salary adoption.** Motion to approve the salary by Bryant, seconded by Bergeson. Motion carried.
- b. Review/Approve dates for long-term planning focus group meetings.** Proposed dates are September 14 & 16 and September 21 & 23. Director Sanders will confirm and let the Board know status. No action required.
- c. Review/Approve Items to Discard.** Motion to approve by Bryant, seconded by Kinrade. Motion carried.
- d. Discuss/Set Grand Opening date and parameters for Foundation planning.** Grand Opening/Ribbon Cutting will be September 23, 2021 at 5:30 PM.

11. Board President Items: None.

12. Adjournment: Motion to adjourn by Campbell, seconded by Kinrade. Motion carried.

Next Meeting: Wednesday, October 6, 2021