

## Meeting Minutes

### Bondurant Community Library | Library Board of Trustees

Wednesday, April 7, 2021

1. **Roll Call:** *Members Present:* Pat Kaura, Sue Ugulini, Julie Bergeson, Craig Campbell, Josh Bryant, Library Director Sanders and Assistant Director Klinker-Feld. Member Jen Keeler attended virtually.
2. **Call to order:** Meeting called to order at 7:00PM by President Kaura.
3. **Guests present:** Marketa Oliver, City of Bondurant; Clint Jensen, Story Construction.
4. **Perfecting and Approving the Agenda:** Motion to approve the agenda by Ugulini, seconded by Bergeson. Roll call vote: Bergeson-Aye, Bryant-Aye, Keeler-Aye, Kaura-Aye, Ugulini-Aye. Motion carried.
5. **Capital Improvement Project:** Mr. Jensen provided a detailed update and progress on the capital improvement project, recommended change orders and financial information.
  - a. **Discussion/Approval: Application and Certificate for Payment.** Motion to approve payment of \$446,790.56 for the month of March by Ugulini, seconded by Campbell. Roll call vote: Bergeson-Aye, Bryant-Aye, Keeler-Aye, Kaura-Aye, Campbell-Aye, Ugulini-Aye. Motion carried
  - b. **Discussion/Approval: Change Orders.** Motion to approve change orders by Campbell, seconded by Bergeson. Roll call vote: Bergeson-Aye, Bryant-Aye, Keeler-Aye, Kaura-Aye, Campbell-Aye, Ugulini-Aye. Motion carried.
6. **Consent Agenda:**
  - a. Minutes of past meeting
  - b. Financial Report
  - c. Approve Warrant list / authorize expenditures
  - d. Staff Report [March]
  - e. Director's Report [March]
  - f. Statistics Review

Motion to approve the above consent agenda by Campbell, seconded by Ugulini. Roll call vote: Bergeson-Aye, Bryant-Aye, Keeler-Aye, Kaura-Aye, Campbell-Aye, Ugulini-Aye. Motion carried.

7. **Public Comments:** None
8. **Library Foundation Update:** The foundation reported on upcoming grant opportunities and future fundraising efforts. Foundation Board is complete. Fundraising event at Applebees was successful
9. **City Council Liaison Report:** Marketa Oliver, City of Bondurant, updated the board on the expected financial growth and economic development projects for the city of Bondurant.

**10. Old Business:** None.

**11. New Business:**

- a. **Review Emergency Management Policy.** Motion to approve by Ugulini, seconded by Bryant. Roll call vote: Bergeson-Aye, Bryant-Aye, Keeler-Aye, Kaura-Aye, Campbell-Aye, Ugulini-Aye. Motion carried.
- b. **Review Sex Offender Policy.** Motion to approve by Bryant, seconded by Campbell. Roll call vote: Bergeson-Aye, Bryant-Aye, Keeler-Aye, Kaura-Aye, Campbell-Aye, Ugulini-Aye. Motion carried.
- c. **Discussion: Storey Kenworthy Furniture Quote.** Director Sanders shared a detailed bid for Library seating and furniture. Second quote recommended for some items.
- d. **Discussion: Long-Range Plan.** Due to the pandemic, long-range planning activities were postponed. Director Sanders contacted the facilitator and will resume planned activities this fall.

**12. Board President Items:** None.

**13. Adjournment:** Motion to adjourn by Bryant, seconded by Campbell Motion carried. Roll call vote: Bergeson-Aye, Bryant-Aye, Keeler-Aye, Kaura-Aye, Campbell-Aye, Ugulini-Aye. Motion carried.

**Next Meeting:** Wednesday, May 5, 2021