

Meeting Minutes
Bondurant Community Library | Library Board of Trustees
Wednesday, November 3, 2021

1. **Roll Call:** *Members Present:* Pat Kaura, Craig Kinrade, Josh Bryant, Julie Bergeson, Jen Keeler, Sue Ugulini and Craig Campbell. Library Director Sanders and assistant Director Klinker-Feld were also present.
2. **Call to order:** Meeting called to order at 7:00 PM by President Kaura.
3. **Guests present:** Clint Jensen, Story Construction Management; Marketa Oliver, City of Bondurant; Angela McKenzie, City Council liaison [attended virtually].
4. **Perfecting and Approving the Agenda:** Motion to approve the agenda by Ugulini, seconded by Bryant. 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 and final touches.
 - a. **Discussion/Decision Change Orders:** Motion to approve change orders by Ugulini, 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 Kinrade, seconded by Campbell. Motion carried.
7. **Public Comments:** None.
8. **Library Foundation Update:** Update provided on recent fundraising and outstanding grant applications.
9. **City Council Liaison Report:** Recent Bondurant elections were reviewed and discussed. Liaison reported on upcoming city events and commercial development.
10. **Old Business:** None.
10. **New Business:**
 - a. **Review/Approve Interlibrary Loan Policy.** Motion to approve by Bryant, seconded by Bergeson. Motion carried.

- b. Review/Approve Hours Open Policy.** Beginning November 14, 2021, the Library will be open on Sundays from 12-5 PM. Motion to approve by Bergeson, seconded by Campbell. Motion carried.
- c. Review/Approve Selection/Collection Development Policy.** Motion to approve by Ugulini, seconded by Campbell. Motion carried.

11. Board President Items: President Kaura asked Trustees to complete and return Director Sander's personnel evaluation by December 10th or bring to next meeting.

12. Adjournment: Motion to adjourn by Campbell, seconded by Kinrade. Motion carried and meeting adjourned at 7:42 PM.

Next Meeting: Wednesday, December 1, 2021