

**Minutes of the Drake Public Library  
Regular Board Meeting  
September 10, 2014**

President Pete Lind called the meeting to order

**Board Members Present:** Pete Lind, Larry Heikes, Kathy Cridlebaugh, Dana Moritz, Pete Lind, Bob Thomas, Lottie Wilson, New Board member- Kris Laurson

**City Personal:** Patrick Antonen

**Board members Absent:** Shawn Dekker, Councilman Jay Dillard

**Visitors:** None

**Approve Agenda:** Motion to approve the agenda with an amendment to move the Website Proposal to the first item under new business. Motion to approve the agenda with amendment, Larry, second Bob, motion approved.

**Approval of Minutes from the August Meeting:** Motion to approve the minutes, Bob, second, Kathy, approved.

**Approval of the Bills:** Jami said Shawn had looked at the financials for the month. Motion by Bob second by Larry to approve the bills, approved. Note the book budget for October is reduced to \$1400 to keep this line item in budget.

**Bank Reconciliation Report:** Checked by Shawn, approved.

**Director/Staff Report:** Computer Land was able to solve the issue with the router. It took several visits and new equipment to resolve the problem. We received and paid the annual bill for automation software. The library signed up for a one year license to view movies. The first movie night was very successful so more movie night will be scheduled. Thanked Larry Johnson for his many years of service. Even with the heavy rains lately there is no water in the basement. Star Wars reading Day, October 11, 2014. There will be crafts, trivia and food. Ordered an apple shaped table for the children's reading area with the Ruth Ann Dickerson memorial monies.

**Friends of the Library:** The friends group is selling raffle tickets and in addition is encouraging sponsorships and members for 2015.

**Old Business:**

**Windows:** Report from Larry and Bob about the history of the windows project the board at one time voted to do aluminum clad windows. The committee recommendation is to bring in a consultant to make recommendations on how to proceed. Motion by Larry second by Bob to hire the Architectural firm RDG to do a study and make recommendations for the windows. All ayes, Kathy abstain.

**New Business:**

**Website:** Larry and Betsy Heikes made a most generous offer to the library to pay the cost of the Web Development. Motion by Dana, second by Kathy to accept this generous offer and to proceed with the website development, approved.

**New Custodial Hire:** Jami, Pete, and Patrick interviewed five applicants for the custodial position. They have narrowed it down to two. Motion by Kathy, second by Lottie to give the committee permission to hire one of these two candidates pending the outcome of background checks, approved.

**Committee Reports:**

**Windows:** see previous statements.

**Bookmobile:** Committee has not met

**Memorial monies and Investments:** The committee met with the city administrator to discuss establishing a Foundation to invest larger donation monies the library receives the monies in some form will be used to support the library. The committee will meet with the city attorney. Kris Laurson will join this committee.

**New Programs and Services:** Committee has not met

**Evaluation of Director and Staff:** Dana reported the completed Jami's evaluation. Jami has not completed evaluations of the staff.

**Reading Programs:** Committee has not met

**Grants:** No Report

**Buildings and Maintenance:** The committee worked on putting the WI FI on a timer system to help with abuse. The committee will continue to look into how the library fits into the city maintenance plan. Kris Laurson will join this committee.

**Adjourn:** Motion by Kathy, second by Dana to adjourn, approved.