

DRAKE PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Board Meeting Minutes
Wednesday, April 12th, 2017 5:00 p.m.

Call to order

Welcome Visitors: FEH Design, City Councilman Jay Dillard, Krystal Fowler - Daily Iowegian

Board Members Present: Nicole Cox, Larry Heikes, Shawn Dekker, Dana Moritz, Lottie Wilson, Kathy Cridlebaugh

Board Members Absent: Pete Lind, Kris Laurson, Tom Johnson

Library Staff Present: Library Director JeNel Barth

Agenda Approval: Kathy moved to approve the agenda, Dana second, approved.

Minutes Additions/Corrections: None

Correspondence: None

Bills Approval: JeNel mentions that the library will now be using a more effective anti-virus software. Kathy moves to approve paying the bills as presented, Larry second, approved.

Report from Director and Staff: JeNel reports that the Book Fair will be held at the end of May. She has rescheduled it so as to not conflict with the Book Fair week at the school district. JeNel also reports that she has sent out the Letter of Interest to the Carver Grant and hopes to get a response before the deadline. She needs to hear a response from the letter before submitting the grant application. JeNel has spoken with City Administrator Jason Fraser who has informed her that there is no need for City Council approval of the library renovations, however, the Board agrees that the City Council should be kept well informed of the plans. JeNel also reports that there is a new employee in the children's area, Lorraine.

Report from City: Jay Dillard delivered the report from the City.

Report from Friends: No representative of the Friends present.

Report from Foundation: No report.

Reports from Officers: None

Reports from Standing Committees

Executive Committee: None

Governance Committee: None

Budget and Finance Committee: The Budget Committee met and has come to the conclusion that the budget will be approximately \$8000 short, due at least in part to State education budget cuts. There are multiple solutions to this problem, including asking the Friends for a donation or the City Council to increase our budget allocation, or cutting operating expenses. Councilman Dillard suggests talking to City Council members individually to educate them on the needs of the library and the constraints on the library's use of donated funds.

Building Committee: None

Personnel Committee: None

Public Relations Committee: None

Unfinished Business:

- **FEH Design Work Session:** See attached FEH meeting notes - please note, in the FEH minutes, it states that a public hearing will need to be held to approve the building renovations. This is not the case.
- **Library Work Day - schedule day to clean and organize storage areas, decide on dumpster rental:** Tabled
- **City Council/Library Board relationship:** the Board discussed that it is not necessary for City Council approval or for a public hearing to be held before moving forward with renovation plans as well as the need for increased communication with council members and presence at council meetings.

New Business:

- **Possible locations for temporary library use during renovations:** Shawn and JeNel have investigated the possibility of using the old JCPenney building, currently owned by Carl Cisler, as a temporary space for the library while renovations are being completed. Dana will check with St.Mary's and Garfield Elementary as other possibilities.
- **Flag lights:** Lottie moves to authorize Larry to investigate obtaining flag lights for the flag pole in front of the library, Shawn seconds, approved.
- **Entranceway bulletin board - replace with a locked/enclosed one:** Tabled
- **Shane Burgher - Bee removal:** Shane will place one way exit mechanisms to prevent the bees from entering the building and seal all other visible points of entry. He will place a colony of bees on the roof to act as a replacement home for the bees not allowed to re-enter the library. Dana moves to purchase additional insurance for Shane's bee removal activities, if necessary, and for Shane to be able to proceed with bee removal, Larry second, approved.

Agenda Items for Next Meeting: FEH Design Work Session

Upcoming Meetings: April 26th, 2017 @ 5:00 pm - FEH Design Work Session

Adjourn: Larry moves to adjourn, Dana seconds, approved.