

**DRAKE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Special Board Meeting Minutes**  
**Wednesday, June 28, 2017 - 5:00 p.m.**

**Call to order:** Vice President Shawn Dekker called the meeting to order.

**Welcome Visitors:** Jason Fraser (City Administrator), Krystal Fowler (Daily Iowegian)

**Board Members Present:** Kathy Cridlebaugh, Nicole Cox, Dana Moritz, Tom Johnson, Larry Heikes, Lottie Wilson, Shawn Dekker, Kris Laurson

**Board Members Absent:** None

**Library Staff Present:** Library Director JeNel Barth

**Agenda Approval:** Larry moved to approve the agenda with the deletion of “FEH Design Work Session,” Kris second, approved.

**Tabled Agenda Items from June 14th Meeting:**

**Report from Director and Staff:** JeNel reported that she has hired a new part time employee in the children’s area, Bram Beyer. She has also completed Public Library Management 2 and is in the process of becoming a State Certified Public Librarian. The Book Fair earned \$500, 222 kids are registered for the Summer Reading Program, and Kristin Craver has many fun summer programs planned. JeNel also reported that Jason from FEH contacted her with several questions, which the Board then discussed. There is a new program that will be replacing EBSCO Host and JeNel is currently educating herself on using the new database.

**Report from City:** None

**Report from Friends:** None

**Report from Foundation:** The Foundation’s next meeting is on July 20th at 12:00 p.m.

**Reports from Officers:** None

**Reports from Standing Committees:**

**Executive Committee:** None

**Governance Committee:** None

**Budget and Finance Committee:** Shawn Dekker presented the FY 2018 proposed budget. The Library’s total income for the year is projected to be \$189,140.00 including \$144,240.00 from the City and a reduced amount of funding from the State of Iowa of \$2,000.00. The budget includes a decreased amount allowed for book purchases, library supplies, miscellaneous expenses, repairs and maintenance, and utilities and small increases in the cost of the copier, insurance, and the phone bill.

All members of the Board are concerned with the lack of funds to operate the library properly. The library has cut staff and expenses greatly and still more cuts will be needed. Larry presented some of the research he has done regarding the amount that similar communities spend on their libraries and Centerville is by far the lowest. The Board discussed the history of the library budget - there was a major cut to the library budget (and other departments) several years ago and the amount of funding from the City has never been brought back to the level it was once at, although the other departments that experienced cuts have seen their budgets return to

normal levels. The Board discussed what it could do to advocate for the library effectively and attempt to obtain more funding from the City.

The Board also discussed the need to change the responsibility for the bookkeeping from JeNel to the City. The City's Municipal Code states that the city treasurer shall act as library board treasurer, however, JeNel has been acting in this capacity. It is agreed that the City should be providing this service and JeNel, along with the rest of the Board, will assist in the transition as necessary.

**Building Committee:** None

**Personnel Committee:** None

**Public Relations Committee:** None

### **Unfinished Business:**

Relocation Plans (Mr. Movies offer response): The Board discussed different options for a temporary library location during renovations, including the possibility of Thomas Funeral Home, however, the best option still seems to be the former Mr. Movies location. Several members of the Board were uncomfortable with the offer from the owner of the location to charge \$30,000 for 12 months rent, but then return \$10,000 of that as a donation to the library. Shawn moved to counter-offer to the owner of the former Mr. Movies location \$20,000 for 12 months rent including a letter from the Board acknowledging a \$10,000 discount and have attorney Tom Anders prepare a lease including said terms, Lottie second, approved with Larry voting nay. It is agreed that Larry will call and get a response.

### **New Business:**

Budget Approval (addressed during committee report)

Suggestions for a new Board member: Lottie moves to recommend Dave Johnson to the Mayor as a new Board member, Tom second, approved.

### **Agenda Items for Next Meeting:**

**Upcoming Meetings:** \*\* Annual and Regular Meetings \*\* - July 12th, 2017 @ 5:00 pm

**Adjourn:** Kris moved to adjourn, Kathy second, approved.