

**Minutes of the Drake Public Library  
Regular Board Meeting  
November 12, 2014**

President Pete Lind called the meeting to order.

**Board Members Present:** Pete Lind, Larry Hiekes, Kris Larson, Kathy Cridlebaugh, Dana Moritz, Bob Thomas, Lottie Wilson

**City Personnel:** Patrick Antonen, City Administrator, Jay Dillard, council liaison to the board

**Board Members Absent:** Shawn Dekker

**Point of Personal Privilege:** Bob Thomas called for a Point of Personal Privilege to discuss side conversations at the meetings that render it difficult to discuss and conduct business. Out of respect for other members of the board, personal conversations should wait until after the meeting concludes. All agreed.

**Visitors:** no visitors present

**Approve Agenda:** Motion to add under new business an item D - computer purchases. Motion to approve agenda by Larry, second by Bob. Agenda approved.

**Approval of Minutes from the October Meeting:** Motion to approve the minutes of the meeting from 8 October with the correction the computer company used by the city is PCS from Ottumwa. Motion to approve Minutes by Larry, second by Bob. Minutes approved.

**Approval of Bills:** Motion by Larry to pay the bills, second by Kris Larson. Included in the bills was a check from October to DLB. The check was reissued in November. Patrick will check with Iowa Trust to see if they will waive the stop payment fee.

**Bank Reconciliation Report:** Approved by Kris Larson

**Director/Staff Report:** 1) Jami reported that we received a statement from Midwest Basements to do an inspection of the basement work. This maintenance fee is \$ 109 annually. Motion by Lottie, second by Dana to follow through with this maintenance agreement. Motion approved. 2) Request by Julie to have a sleepover birthday party for her granddaughter was denied by the board as they felt this would set an unwelcome precedent. Instead, the board approved letting Julie have a pizza party and to leave the building by 11 p.m.

**Friends of the Library:** Continue to solicit sponsors/donors. The raffle was completed and was successful.

**Old Business:** The website is ready to go live at < drakepubliclibrary.org >. The email address is drakepubliclibrary@gmail.com. Pete suggested we get a group picture of the board, to post on the website.

**New Business:**

**A) Foundation by-laws:** Larry Hiekes presented updated by-laws to the board for their approval. Motion by Kris, second by Dana to accept and approve the by-laws for the foundation. Motion approved. The board discussed several possible people to contact to serve on the board.

**B) Operation Santa:** Operation Santa is requesting books from the library to use for Operation Santa this year. Jami will be leading this effort.

**C) Committee Reports:**

**Windows:** Received a report from RDG for recommendations. A conference call will be scheduled by Bob and Patrick to discuss options.

**Bookmobile:** Nothing to report

**Memorial Monies and Investments:** Larry, Kris and Lottie continue to work on establishing a foundation. Lottie will contact John Arnold to set-up a joint meeting with members of the library board and the foundation board to discuss the Swab memorial money. Merrill and Nancy Peterson met with Jami and Larry to discuss adding the library to their estate planning.

**New Programs and Services:** Movie night will be held in November

**Evaluation of Director and Staff:** Nothing to report

**Reading Programs:** Jay Dillard will be setting up a meeting with Lottie and Dana to discuss putting in place at the Drake Public Library the Imagination Reading Program as part of the Dolly Parton Foundation.

**Grants:** Nothing to report

**Building and Maintenance:** Thanks to Pete Lind for trimming the lilac bushes

**D) Computer Purchases:** The library needs 16 new computers. Patrick and Jami will check on pricing and possible companies from which to purchase the computers.

**Adjourn:** Motion to adjourn, Larry, second Kathy, approved.