

# Minutes of the Drake Public Library

## Regular Board Meeting

### October 8, 2014

President Pete Lind called the meeting to order.

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

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

**Board Members Absent:** Miranda Phelps

**Visitors:** Michelle Sacco , Scotney Fenton from RDG

**Approve Agenda:** Motion to approve the agenda with amendment to include a presentation by the representatives from RDG. Motion by Larry second by Bob, approved.

**Approval of Minutes from the September Meeting:** Motion to approve the minutes from the September 10 meeting with the correction, Miranda Phelps absent. Motion by Kathy, second by Larry, approved.

**Approval of Bills:** Jami will spend less on books in October in order to bring the book budget back in line with the budget. A bill from Computerland was discussed. Patrick will check into the city buying some additional hours from Computerland for the library to use. Motion to approve payment of bills, Dana, second Kathy, approved.

**Bank Reconciliation Report:** Approved by Shawn

**Director/Staff Report:** Steve the new maintenance person doing a good job. Things are going well, trying to stay in budget with books. Movie night coming up in October.

**Friends of the Library:** Raffle going on. You can buy tickets until November 4. The drawing will be held this this day.

#### **Old Business:**

**Presentation by RDG:** Scotney and Michelle gave an overview of their walk -though assessment of the library building. The most interesting really stunning information they shared was the windows are not in dire need of replacement. There is not a lot of rotting of wood as we previously thought. There are some repairs which need to be done to the windows. They saw some structural issues, a couple of lintels are shifting and maybe a minor

repair to the roof. RDG will send a written report of their findings along with some estimated costs. They will also give some thought to the remodeling of space for a reading room.

**Committee Reports:**

**Windows:** Included in the presentation

**Bookmobile:** The committee hasn't met

**Memorial Monies and Investments:** Larry, Lottie, Kris and Patrick discussed the formation of a foundation for the library. After some discussion the board voted to have the committee continue with the establishment of a separate foundation board. Motion by Bob second by Shawn to approve the committee moving forward with the project. Approved. Jami shared that Merrill and Nancy Peterson will be at the library on October 20 to discuss estate planning maybe to leave monies to the library.

**New Programs and Services:** This committee will not be listed under committee reports but Jami will give updates each month on what the staff is planning.

**Evaluation of Director and Staff:** Completed for this year

**Reading Programs:** Committee has not met

**Grants:** Nothing to report

**Building and Maintenance:** WI-FI problems on-going, may need to purchase a mower and weed eater.

**New Business:** None

**Adjourn:** Motion to adjourn, Bob, second Shawn, approved