

**Minutes of the Drake Public Library
Regular Board Meeting
April 8, 2015, 2015**

Vice -President Bob Thomas called the meeting to order at 4:57 PM.

Board Members Present: Larry Hiekes, Kris Laurson, Dana Moritz, Bob Thomas, Nicole Cox, Kathy Cridlebaugh, Shawn Dekker, Lottie Wilson

City Personnel: Patrick Antonen, City Administrator

Board Members Absent: Pete Lind

Visitors: No visitors present

Approve Agenda: Motion to approve the agenda, Kathy, second Nikki, approved.

Approval of Minutes from the March Meeting: Motion to approve the minutes of the meeting from March 18 meeting with the following changes: correction to Kris Laurson's name. Motion to approve the minutes with changes, Kris, second Dana, approved.

Approval of Bills: Motion by Kathy to pay the bills, second by Dana, approved. Note: Under First Bankcard the 789.30 was a deposit then a payout for the Scholastic Book Fair.

Bank Reconciliation Report: Approved by Shawn Dekker

Correspondence: None

Director/Staff Report: Jami is making progress on keeping the book spending in budget and also, in reducing spending in salaries bringing down the deficit from \$8400 to \$5,000. Jackson flooring presented a bid for \$200 to replace the tile in the foyer. Patrick suggested we contact Frank's for a second bid. Mark Mosely complete the repairs to the building; put locks on the electrical boxes, removed plant from window, sealed the cracks on the roof, fixed the screen, caulked the leak by the dome, and adjusted the doors. Total costs, \$961.83. Crochet class will be starting next Tuesday and will continue to meet on Tuesday nights as long as there is interest.

Friends of the Library: Are sponsoring a book signing with Dr. McConville on April 18, 2015, the penny drive raised \$500. US Bank is working on a grant to match these monies. The Friends have Mother's Day baskets for sale. The Friends are paying the expenses for JoNel to attend the Kids First conference in Des Moines. The photo contest continues.

Foundation: Larry reported the foundation is moving forward. There are two committees working under the foundation. They are still waiting on the 501c3. The Foundation is working on policies. They are also looking at a local investment agent to handle the monies. Other business later on the agenda.

Reports from the Officers: None

Reports from Standing Committees:

Budget: Shawn reported the budget committee will meet early May to set a budget for the coming year.

Building: See Directors report. Need to follow up on someone to do the masonry work. The committee will get bids for the window work.

Personnel: The personnel committee met with Jami to review her progress with the budget. They felt Jami was making progress with the goals set for her. They will continue to monitor the progress.

Public Relations: There are no members on this committee

Reports from Special Committees:

Reading Program: This committee has not met there are still more questions than answers on how this will work. It is the general consensus that the library wants to proceed with the Imagination Reading program but we need to work though the structure and funding issues.

Design: Pete and Lottie will finish the RFP by the next meeting.

Renovations: No Report

Unfinished Business: Nothing on the Agenda

New Business:

Improper Use of Library Parking Spaces: This is an on-going conflict with the business next door. There is really not much that can be done as the parking spaces are public property. In addition there is a dog that causes concern with the patrons. Jami will document incidents to see what is happening.

Transfer of Funds to the Drake Public Library Foundation: After much discussion a motion made by Dana second by Kathy to transfer \$250,000 from the library account to the Foundation, motion approved.

Other Business: Patrick said the state library association has a video concerning Open Meetings. He will send the link to everyone to watch.

Agenda Items for Next Meeting: Bob would like to do a SWOT exercise to set goals for the library. He suggested we do this at the end of our next meeting. Lottie suggested we have someone from the state speak to the library board about trends in library usage, funding and the mission for local libraries. It was decided to contact someone from the state then set a SWOT exercise. The budget committee will still meet in early May.

Meeting Adjourned by Bob at 6:35 PM

