

Drake Free Public Library
Regular Board Meeting Minutes
December 9th 2015

Call to Order: President Pete Lind called the meeting to order.

Board Members Present: Pete Lind, Shawn Dekker, Larry Heikes, Bob Thomas, Dana Moritz, Kathy Cridlebaugh, Kris Laurson, Nicole Cox

Board Member Absent: Lottie Wilson

City Personnel: Patrick Antonen

Library Staff Present: Jami Livingston

Visitors: None

Approval of Agenda: Kathy moved to approve the agenda, Dana seconded the motion, approved.

Minutes Approval: There was some discussion as to the preferred format of the meeting minutes and whether only approved motions should be included or if related discussion by the Board should also be reported. Bob moved to accept the minutes as written, Shawn seconded, vote, 8 ayes, 1 nay, approved.

Bills Approval: Jami explained that although there is an overage on the budget for general library expenses, it will be corrected when the Friends of the Library reimburse the library for the purchase of a new computer they are donating. She also explained that the overage in the payroll budget is due to her receipt of a longevity pay bonus that was not budgeted for. Dana moved to accept and pay the bills, Kris seconded, approved.

Report from Director and Staff: Jami reports the janitor has resigned and she will be accepting applications for filling the vacancy until December 15th. There was some discussion of whether the position needs to be refilled, or if the librarians should continue to complete the janitorial duties. Jami also reminds everyone the library will be closing at noon on December 24th and asks when the library should close on December 31st. Dana moved to close the library at 4:00pm on December 24th, Kathy seconded, approved. Jami also reported that the Operation Santa Trees did very well positioned in the library and there were only 2 mittens left unfulfilled on the tree. There will also be a teen book club held this week.

Report from the Friends of the Library: (Report given by Jami) The Friends of the Library have donated an iPad desk to the children's area. Jami says she will notify the insurance company of the new iPads. The raffle is also continuing and a food drive named "Food for Fines" will allow patrons to decrease their library fines by donating food to a local food pantry.

Report from Foundation: Larry reports the Foundation has sent out a mailing to advocate for the library and introduce the Foundation. They have received a good response from the mailing and have already started receiving donations.

Reports from Standing Committees:

Budget and Finance Committee: Shawn reports that the committee has discussed plans to request approximately \$7,000 from the Centerville City Council to increase the library employee's hours by 5 hours. They plan to increase incrementally in the coming years as well.

Building Committee: Jeremy Belloma should be starting the window repair soon and FEH Designs will be coming to gather more information before beginning the renovation planning process.

New Business:

Legal Form for Transfers: Patrick explains that the 28E Form that would legalize transfers from the library to the Library Foundation is essentially useless, saying that the money transferred would still be under the control of the library and would not be able to be invested in any different way than the library could invest.

Agenda Items for Next Meeting:

Policy Points

Adjourn: Motion to adjourn by Shawn, seconded by Kathy, approved.