

DRAKE PUBLIC LIBRARY  
Regular Board Meeting  
Minutes  
Wednesday, June 8, 2016 5pm

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

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

**Board Members Absent:** None

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

**City Personnel Present:** City Administrator Patrick Antonen, City Councilman Jay Dillard

**No Visitors**

**Agenda Approval:** Larry moves to amend the agenda to discuss the approval of the architectural agreement to the top of the agenda as well as to correct the date on the Budget and Finance Committee report to "Fiscal Year 2017 Budget." Kathy seconds, approved.

**Minutes Approval:** Shawn moves to approve the minutes from the April Board Meeting, Kris seconds, approved.

**No Correspondence**

**Approve Architectural and Engineering Contract:** After some brief discussion, Lottie moves to approve the architectural agreement from FEH Designs and move forward with the remodeling project, Kathy seconds, approved. The Centerville City Council will now vote on the agreement on June 20th, 2016.

**Bills Approval:** Shawn moves to approve the payment of the bills, Dana seconds, approved.

**Bank Account Reconciliation Report Approval**

**Report from Director and Staff:** Library Director JeNel Allen Barth reports that library staff member Crystal McKissick has resigned and Pam Reed, a current Experience Works employee will fill her position. Pam has worked in the children's area of the Library for several years and will be working 20-25 hours, specifically on Fridays and Saturdays in addition to other various hours to fill in gaps in staffing.

**Report from City:** None

**Report from the Friends of the Drake Public Library:** None

**Report from the Drake Public Library Foundations:** Larry reports that local attorney Julie Devries is the newest member of the Foundation. The Foundation has created a brochure to inform the public of different options when donating to the Drake Public Library. The brochure is now ready to be printed and distributed. The Foundation is participating in the Amazon Smile program where they receive a percentage of all purchases made through their account.

**Reports from the Officers:** None

**Reports from Standing Committees:**

**Executive Committee:** None

**Governance Committee:** None

**Budget and Finance Committee:** The Budget and Finance Committee presents a balanced budget proposal for fiscal year 2017. Bob moves to approve the proposed budget, Dana seconds, approved.

**Building Committee:** Jeremy Belloma has been completing work on the windows in the library.

**Personnel Committee:** None

**Public Relations Committee:** Nicole will write a press release to submit to local papers to publicize our recent new hires, JeNel Allen Barth as Library Director and Kristin Craver as Children's Librarian.

**Unfinished Business:** None

**New Business:**

**Appoint New Board Member:** Three candidates are reportedly being interviewed by Mayor MacArthur.

**Policy Review (Computer and Internet Use Policy/Wireless Access Policy):** One grammatical correction is made. Bob moves to approve both policies as amended, Kathy seconds, approved.

**Strategic Planning/Review Result from Work Sessions:** There was some discussion as to the Strategic Planning session results, but no action was taken by the board.

**Agenda Items for Next Meeting:** None

**Upcoming Meetings:** There will be a regular monthly meeting as well as an annual meeting in July.

**Adjourn:** Dana moves to adjourn, Shawn seconds, approved.