

DRAKE PUBLIC LIBRARY
Regular Board Meeting
Minutes
Wednesday, August 10, 2016

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

Board Members Present: Pete Lind, Larry Heikes, Dana Moritz, Nicole Cox, Kathy Cridlebaugh, Shawn Dekker, Lottie Wilson, Tom Johnson

Board Members Absent: Kristopher Laurson

Library Staff Present: Library Director JeNel Allen Barth

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

No Visitors

Agenda Approval: Dana moved to discuss the City Report from Patrick at the beginning of the meeting and approve the agenda, Kathy seconds, approved.

Minutes Approval: Larry moved to approve the minutes from the July 2016 regular board meeting as well as the minutes from the 2015 annual board meeting, Lottie second, approved.

No Correspondence

Bills Approval: Shawn moved to approve the payment of the bills, Dana second, approved.

Report from City: Patrick will be leaving Centerville to take a city administrator position in Minnesota. His last day will be August 19, 2016.

Report from Director and Staff: Library Director JeNel Allen Barth provided a handout detailing monthly library usage statistics as well as information about past and future library events. JeNel reports the meeting room is being used often, and was heavily used during Ragbrai. The library collected \$75 during the event. JeNel also reports that she will be doing an update on the non-fiction collection and the Summer Reading Program has successfully concluded.

Report from the Friends of the Drake Public Library: None

Report from the Drake Public Library Foundations: Larry reports that the Foundation met and approved the \$10,000 funding request from the library.

Reports from the Officers: Nikki will now write the agenda and any requests to add items to the agenda should be forwarded to her.

Reports from Standing Committees:

Executive Committee: None

Governance Committee: New board member Tom has been given a tour of the library.

Budget and Finance Committee: Pete will replace Bob Thomas on the committee.

Building Committee: Jeremy Belloma has been in contact in regards to storm windows and repairing some leaking in the front entryway. Lottie suggests getting the carpets cleaned again as there are several stains in the meeting room. Pete will discuss the downspout extension with Jeremy as well.

Personnel Committee: Tom will replace Shawn on the committee.

Public Relations Committee: None

Unfinished Business:

Energy Efficient Lighting Proposal: JeNel provided a handout detailing the replacement of the lighting in the library with energy efficient lighting. The project will cost \$7,819.56 with a yearly savings of \$3,219.24. There is an estimated 25 months return on investment. The cost of the replacement will be covered by the LOST funds. Shawn moved to move forward with the project, Lottie second, approved.

New Business:

Policy Review: Unattended Children Policy, Confidentiality Policy and Procedures & Meeting Room Policy: Lottie moves to approve the policies with corrections, Tom second, approved.

Agenda Items for Next Meeting:

Upcoming Meetings: None

Adjourn: Shawn moved to adjourn, Lottie second, approved.