

DRAKE PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Board Meeting Minutes
Wednesday, March 8th, 2017

Call to order

Welcome Visitors: FEH Design

Board Members Present: Nicole Cox, Shawn Dekker, Tom Johnson, Kris Laurson, Larry Heikes, Kathy Cridlebaugh, Dana Moritz

Board Members Absent: Pete Lind, Lottie Wilson

Library Staff Present: Library Director JeNel Barth

Agenda Approval: Larry Heikes moved to approve the agenda, Kathy Cridlebaugh second, approved.

Minutes Approval: Larry Heikes moved to approve the minutes from the January monthly board meeting, Kris Laurson second, approved.

Correspondence: None

Bills Approval: Kris Laurson moved to approve paying the bills as presented, Tom Johnson second, approved.

Bank Account Reconciliation Report Approval

Report from Director and Staff: JeNel Barth reported the City has provided the Library with \$150,738.94 in the FY 2018 Budget, up from approximately \$142,000.00 last year. Also, there is a part time position open in the children's library. JeNel will be advertising and holding interviews. There have been an increasing number of children attending after school activities with Children's Librarian Kristin Craver. Kristin has been in the process of scheduling several programs for this summer, including The Blank Park Zoo, Grout Museum and the Science Center of Iowa. JeNel will be starting "Public Library Management 2" in March.

Report from City: None

Report from Friends: Pi Day will be March 14th - Let the Friends know if you have a pie to donate.

Report from Foundation: The Foundation has a new member - Deb Egeland.

Reports from Officers: None

Reports from Standing Committees

Executive Committee: None

Governance Committee: None

Budget and Finance Committee: The Budget and Finance Committee will be meeting soon now that the City has given the Library the FY 2018 Budget information.

Building Committee: None

Personnel Committee: None

Public Relations Committee: None

Unfinished Business:

FEH Design - Renovation Plans: FEH Design was in attendance to continue discussions regarding upcoming renovations. They provided the Board with an overview of our current progress in planning, a revised floor plan, and a brief overview of schedule and budget concerns. There was discussion regarding number and location of restrooms, and whether the current restrooms should be remodeled, furniture choices and which pieces the library would like to keep or replace, and there were details given on how the glass floor panels would be included in the newly constructed second floor. FEH will do further investigation into several matters Board members brought up, including reconfiguring the entrance to the second floor conference rooms.

New Business:

- Library work day: - JeNel would like the Board to plan a work day where the storage areas could be cleaned out and excess materials be disposed of. Shawn Dekker suggested renting a dumpster and having several workdays to accomplish the task. Kathy Cridlebaugh called to check on dumpster sizes and prices. The Board will schedule work days at the next meeting when more Board members are present and can give opinions on the best dates to choose.

(Meeting was adjourned due to lack of quorum)

- City Council/Library Board relationship: There was discussion had regarding the relationship between the City Council, the Library Board and the City Council's Liaison to the Library Board, however, a quorum was no longer present, so there were no motions made or votes taken.

Agenda Items for Next Meeting:

- Library Work Day - schedule day to clean and organize storage areas, decide on dumpster rental.
- City Council/Library Board relationship
- Possible locations for temporary library use during renovations
- Flag lights
- Entranceway bulletin board - replace with a locked/enclosed one

Upcoming Meetings:

- FEH Work Session - March 22, 2017 @ 5:00 pm
- April monthly board meeting, April 12, 2017 @ 5:00 pm