

**Drake Public Library Board of Trustees**  
**Special Meeting Minutes**  
**Wednesday, July 26<sup>th</sup>, 2017**

**Call to Order:** President Larry Heikes called the meeting to order.

**Board Members Present:** Tom Johnson, Larry Heikes, Nicole Cox, Kathy Cridlebaugh, Kris Laurson, Lottie Wilson

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

**Agenda Approval:** Larry suggested moving “New Business” to the beginning of the meeting to allow FEH to present and leave as soon as possible. Kathy moved to approve the agenda with the changes stated above, Kris second, approved.

**Minutes Approval:** Both regular and annual meeting minutes approved as submitted.

**New Business:**

1. Approve FEH Final Plans – FEH gave an overview of where the board left off at the last work session. The board was presented with several different light fixture options and decided on those that will be installed in the reading room and the conference room area. The board also decided to complete all structural work on the library foundation while the library is cleared out for the renovation. FEH also explained that the renovations will need to be inspected by the state Fire Marshall. The board and FEH discussed insurance requirements and several other items including a request that the sink in the conference room have an overflow drain, that there is a lockable door on the genealogy room and that there be camera capabilities in the reading room.
  - a. Lottie moved to approve the final design plans as submitted by FEH for bidding, Nicole second, approved.
2. Approve Executive Committee Recommendations for Renovation Spending – the minutes from the Executive Committee Special Meeting were reviewed by the board as well as a handout produced by Larry with information about the current funds and estimated costs of the renovation. There was some question as to the status and future of the Library’s LOST funds which will be investigated. Tom moved to approve the Executive Committee’s recommendation regarding funds available and the order of spending, with the expectation that more information be gathered regarding LOST funds. Kathy second, approved.
3. Approve Grossman Lease – The board received the proposed lease between the City of Centerville and Mark Grossman for review. Nicole raised concerns over the landlord named in the lease currently not being the actual owner of the building. Two trusts, one of which Mr. Grossman is trustee of are the owners, not Mark Grossman individually. Also, the board agreed that the payment date needed to be postponed as the city council will not have approved the lease by August 1, the current payment date. The consensus of the board was for Nicole to revise the lease as she saw fit and communicate with Tom Anders, the attorney representing the city on this issue. Nicole moved to approve the broad terms of the lease with the understanding that there will be future revisions to be worked out between the parties, Kris second, approved.

**Unfinished Business:**

1. Selection of New Trustee – Several names of individuals were introduced for consideration to fill the vacant seat on the board. Tom moved to recommend Dennis Beeson to the Mayor MacArthur for appointment to the board, Kathy, second approved.

**Agenda Items for Next Meeting:**

1. Solutions for plumbing issues.
2. Library Clean up Day

**Upcoming Meetings:** August 9<sup>th</sup> @ 5:00 pm – regular board meeting

**Adjourn:** Lottie moved to adjourn, Kris second, approved.