

Drake Public Library Board of Trustees
Regular Board Meeting Minutes - Wednesday, February 14, 2018

Call to Order: Board President Larry Heikes called the meeting to order at 5:00 pm.

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

Board Members Absent: Kris Laurson, Dennis Beason, Lottie Wilson

Library Staff Present: Library Director JeNel Barth.

Welcome Visitors: Krystal Fowler of the Daily Iowegian.

Agenda Approval: Agenda for meeting approved as presented.

Minutes Approval: Minutes from the January 10, 2018 meeting approved as presented.

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

Director's Report: Library Director JeNel Barth reported she has been in contact with Kelly Services to put on classes teaching job searching and interview skills at the Library. These would have the potential to be regularly scheduled programs. JeNel also reports that Dan Wardell of Iowa Public Television will be visiting Centerville this summer.

Report from City: None

Report from Friends: The Winter Raffle ends at the end of February. The Friends are also working with Hy-Vee on the annual "Round Up" fundraiser.

Report from the Drake Public Library Foundation: \$60,000.00 Carver Grant funds have been received by the Foundation and they are in the process of applying for the Appanoose County Community Grant.

Report from Officers: Larry reports that the State Library is providing a Webinar Series for library board members. There will be one webinar per month during the months from February to October 2018.

Reports from Standing Committees (Executive, Governance, Building, Budget and Finance, Public Relations) & Special Committee (Furniture):

Budget and Finance (Report of Meeting and Budget Plans): Shawn and JeNel made a presentation to the City Council and answered questions from Council members. The library budget approved by the Council will increase funds budgeted for the library by approximately \$75,000.00. There will be an increase in wages for all employees and an addition of one part-time employee. JeNel's salary will increase by the proposed amount, approximately \$10,000.00, over the course of the next three years. The need to increase publicity and advocacy of the library was discussed.

Furniture (Update and Information): The Furniture Committee has met several times and recommends to the Board to select Iowa Prison Industries (IPI) as the company to use for the furniture in the newly renovated library building. IPI is able to provide new furniture as well as refinish/reupholster existing furniture. Nicole moved that the Board select IPI for furniture related purchases related to the renovation of the library building, Shawn second, approved.

Unfinished Business:

1. Construction update including construction budget – the construction crew is welding the floor in the reading room, they have poured the footings in the basement, and have cleaned up the construction debris in the library.
2. Spending from LOST funds – A resolution was approved by the Board on July 26, 2017 to retain a \$50,000.00 balance in LOST funds during the course of paying for the renovations to the library building. The Board discussed the benefit of instead of keeping a \$50,000.00 balance of LOST funds, spending the balance of the LOST funds before other library funds. Nicole moved to spend the entire amount of LOST funds before spending other library funds if necessary for library renovations, Shawn second, approved.

New Business: None

Agenda Items for Future Meetings: Continuing Swab book fund, disposal of left-over items, bulletin board repair, city ordinance questions, construction of breakroom and storage room, building and landscaping issues.

Upcoming Meetings: Regular board meeting March 14th, 2018.

Adjourn: Tom moved to adjourn, Kathy second, approved.