

Drake Public Library Board of Trustees
Wednesday, May 9, 2018
Regular Board Meeting Minutes

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

Board Members Present: Tom Johnson, Larry Heikes, Nicole Cox, Kathy Cridlebaugh, Dennis Beason, Lottie Wilson, Dana Moritz, Shawn Dekker and Kris Laurson present.

Board Members Absent: None

Library Staff Present: Library Director JeNel Barth present.

Welcome Visitors: Krystal Fowler of the Daily Iowegian present.

Agenda/Minutes Approval: Agenda for May Board meeting approved as presented and Minutes from the April meeting approved with the revision of the "Report from the Drake Public Library Foundation" now stating: "The Foundation received the Appanoose County Community Fund grant of \$5,000 which will be matched by \$5,000 in Foundation funds to provide for the purchase of new computers and computer furniture."

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

Director's Report: Library Director JeNel Barth reported 1) this year's Summer Reading Program will begin the first week of June. City Hall will host the Blank Park Zoo and Grout Museum programs. The IPTV program featuring Dan Wardell will be held at the newly renovated library on Drake Ave. The Summer Reading Program is free to participants and 300 children are hoped to sign up, 2) the Friends of the Drake Public Library have approved the purchase of up to \$1,000 worth of large print materials 3) JeNel has joined the Centerville Rotary Club, 4) the Library is now Level 3 accredited, and 5) Emily Byte was recently hired as a part time staff member.

Report from the City: Backfill funding from the state has been retained.

Report from Friends: None

Report from the Drake Public Library Foundation: The Foundation has retained Deanna Utecht as a grant researcher and also reports that they were the recipient of a \$1,500 Alliant Energy grant for after school programming.

Report from Officers: None

Reports from Standing Committees (Executive, Governance, Building, Budget and Finance, Public Relations) & Special Committee (Furniture): None

Unfinished Business:

1. Construction Update: Construction is progressing with light fixtures being installed in the reading room, tiling being completed, and some painting and flooring installation still left on the to do list.
2. Proposed Budget for FY2019: There have been no changes since the last discussion of the budget, Shawn moved to approve the FY2019 Budget as presented, Nicole second, approved.
3. Update on Breakroom: the room has been cleaned out and work will begin the week after the Board meeting.

New Business:

1. Possible Bylaws Change regarding Annual Meeting: it is proposed that a change to the bylaws be made that eliminates Section 1.03(B), referring to the annual meeting.
2. Change Order – RFC 7 – Painting trim in Genealogy room and main entrance vestibule: Lottie moves to paint both areas at a cost of \$210.00, Dana second, approved.
3. Change Order – RFC 8 – Addition of electrical outlets in reading room: Dennis moved to approve change order to install additional electrical outlets at a cost of \$216.34 per outlet.
4. Possible needed repair to dome: JeNel will report to the Board when she has more information.
5. Preparations for Grand Reopening; plaque for Swab: Dana and Kathy will take the lead on these.
6. Disposal of unused carpet tiles: the Board discussed possible options for disposal.
7. Construction of storage room: Dennis will look at and report back to the Board.
8. Room Signage: JeNel has found signage at Dannco and will report back to the Board.
9. Request from Foundation: "Little Free Library" being planned and Foundation asks for Library to issue statement of support as follows: The Drake Public Library Board of Trustees supports the efforts of the Drake Public Library Foundation to establish a Little Free Library (c) – type network in Appanoose County to promote literacy and the Drake Public Library. The support for this project in no way obligates the Drake Public Library to provide any financial support.
10. Request from Foundation: Support for an open house for alumni – Dana and Kathy will also work on this event.
11. Check on breakroom sump pump, repair of shrubbery and front beds, downspout drainage issues, outdoor letterboard: The Board held discussion of options, the letterboard is to be installed soon.
12. Flying the State of Iowa flag: Larry will add the state flag to the Library building flagpole.

Upcoming Meetings: Regular board meeting June 13, 2018 at 5:00 pm.

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