

**Drake Public Library Board of Trustees**  
**Wednesday, May 8, 2019, 5:00 p.m.**  
**Regular Board Meeting Minutes**

**Call to Order:** Board President Dana Moritz called the meeting to order at 5:00 p.m.

**Board Members Present:** Dana Moritz, Dennis Beeson, Kris Laurson, Nicole Cox, Kathy Cridlebaugh, Ron Eggerman, Michelle Moore, and Julie Eagan.

**Board Members Absent:** Tom Johnson

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

**City Staff Present:** City Administrator Jason Fraser

**Visitors/Public Comment:** None

**Agenda/Minutes Approval:** Julie Eagan moved to accept the April meeting minutes as presented, Dennis Beeson second, approved.

**Approval of Bills:** Kris Laurson moved to approve the payment of bills, Dennis Beeson second, approved.

**Director's Report:** Library Director JeNel Barth reports: 1) Drake Public Library will be the hosting site for 3 informational meetings on Medicare this summer by United Healthcare, 2) a new lawnmower was purchased as discussed by the Board at a previous meeting, and 3) she has picked out a new 3D printer and a new policy needs to be developed for same.

**Report from the City:** City Administrator Jason Fraser reports: 1) the budget was passed at the state level which will impact the City's general fund, and 2) City elections will be taking place this year with 3 council seats and the mayor position being filled.

**Report from the Friends:** The Friends were unable to hold their regular meeting – no report.

**Report from the Drake Public Library Foundation:** The Foundation is looking at new grant writing options.

**Report from Officers:** None

**Reports from Standing Committees** (Executive, Budget and Finance, Governance, Building, Public Relations, Personnel): None.

**Unfinished Business:** None.

**New Business:**

1. Policy Review:
  - a. Circulation: Nicole Cox moved to approve new circulation policy as discussed by Board, Julie Eagan second, approved.
  - b. Confidentiality Policy and Procedures: Kathy Cridlebaugh moved to accept new policy as discussed by Board, Michelle Moore second, approved.
2. Sound Control for Maker Space and Conference Room: JeNel Barth has found sound absorbing panels, however, will also look into possibility of curtains or other more economical options and will email Jason Cooper for suggestions.
3. Landscaping: Centerville Garden Club will be helping to improve the landscaping around the Library. The memorial will also be moved to a location with higher visibility.

**Agenda Items for Future Meetings:** Final FY20 Budget including salary resolution.

**Upcoming Meetings:** Regular Board Meeting June 12, 2019 at 5:00 pm

**Adjourn:** Nicole Cox motioned to adjourn, Michelle Moore second, approved.