

Drake Public Library Board of Trustees
Wednesday, June 10, 2020, 5:00 p.m. - Regular Board Meeting Minutes

Call to Order: Board President Michelle Moore called the meeting to order at 5:00 p.m. The meeting was held via video conference (Zoom) due to Covid-19 concerns and recommendations of the Iowa Department of Health to avoid gatherings of groups of 10 or more people.

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

Board Members Absent: Tom Johnson and Julie Eagan.

Library Staff Present: Library Director JeNel Barth

City Staff Present: City Administrator Jason Fraser

Visitors/Public Comment: None

Agenda Approval: Approved as submitted

Minutes Approval: Approved as submitted

Approval of Bills: Kris Laurson moved to approve the payment of bills, Ron Eggerman second, approved.

Director's Report: Library Director JeNel Barth reports 1) The next phase of re-opening will include computer use by appointment, 2) curbside pick-up is going well with over 1,600 circulations in 3 weeks, 3) Bridges users have doubled, 4) Dollar Tree made a generous donation of cleaning supplies to the Library, 5) the janitor position has been filled, Jared Johnson will be joining the library staff, and 6) the bees have become a problem again, JeNel has contacted someone to find a solution.

Report from the City: City Administrator Jason Fraser reports that the City is coming to the end of its fiscal year and the Library is on budget. City Hall will possibly be opening July 6 with a limited schedule. The City is working with the County Department of Health to safely reopen.

Report from the Friends: Library Director JeNel Barth reports that the Friends will not be having in-person meetings this summer, but JeNel is keeping in touch.

Report from the Drake Public Library Foundation: The Foundation has asked that the Library use the funds received from the O'Connor Trust donation in place of their usual annual donation for book purchases. The topic will be put on the agenda for July's meeting for further discussion.

Report from Officers: None.

Reports from Standing Committees (Executive, Budget and Finance, Governance, Building, Public Relations, Personnel):

1. Budget: The Budget Committee has met and discussed the Budget, and recommends approval of the Budget as presented.
2. Building: The Board discussed obtaining plexi-glass shields for the circulation desks.

Unfinished Business: None

New Business:

1. Re-Opening Plan: The next phase will include one-hour long sessions for computer use with 15 minutes allowed in between patrons for cleaning. Dennis Beeson moved to approve moving on to the next phase of re-opening, Ron Eggerman second, approved
2. Budget: After discussion by the Board, Nicole Cox moved to approve the Budget for the 2020/2021 Fiscal Year, Ron Eggerman second, approved.
3. New Board Member: Kris Laurson will be leaving the Board at the end of his Term, the Board discussed several community members that would be a good fit, Michelle Moore will make contact and report back to the Board as to their interest.

Agenda Items for Future Meetings: Agreement with the Drake Library Foundation re use of O'Connor Trust funds.

Upcoming Meetings: Regular Board Meeting Wednesday, July 8, 2020 at 5:00 pm and Annual Meeting to be held directly after.

Adjourned