

MINUTES
DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
February 26, 2014
5:30 p.m.

ROLL CALL: Present were: _X_Britton _X_Covino _X_Esbrook _X_Goltz _X_Greenwald
_McClelland _McNally Others present: _X_Kennett

APPROVAL OF AGENDA: Approved by consent.

APPROVAL OF MINUTES: Esbrook moved and Covino seconded the approval of January 22, 2014 minutes as presented. Motion passed with Britton abstaining.

Britton moved and Covino seconded the approval minutes of February 12, 2014 special meeting. Motion passed unanimously.

COMMUNICATIONS: Kennett presented communication from Susan Davis regarding desire for additional handicapped parking spaces closer to the library entrance. Kennett presented letter from Greater Poweshiek Community Foundation regarding options for grant distribution from the Drake Community Library Endowment Fund.

REPORT OF DIRECTOR:

1. Statistical report was reviewed noting slight increase in overall year-to-date circulation as compared to previous year.
2. Kennett reported on preliminary FY15 budget.
3. Kennett provided information on the Rain Garden Workshop to be presented by NRCS/IDALS on April 2, 2014, 7:00 p.m. at the library.
4. Kennett reported that the application for Accreditation and Direct State Aid has been completed. Information regarding board member requirements with respect to accreditation was presented.

FINANCIAL REPORT AND APPROVAL OF BILLS: Financial reports were reviewed. Covino moved and Esbrook seconded the approval of bills payable in March. Motion passed unanimously.

COMMITTEE REPORTS:

Building & Grounds –

Finance, Salary, and Personnel – Kennett reported the resignation of employee Mustafa Hammouda.

Long Range Planning –

Policy –

OLD BUSINESS:

1. Landscaping design proposals from Confluence (Des Moines) and from Landscaping by Design (Huxley) were considered. Kennett to seek additional proposal from Forever Green (Coralville). Kennett to seek additional input from Prairie Landscapes of Iowa, LLC. No action taken. A special meeting of the library board will be called before the next regular board meeting to further consider this business.

NEW BUSINESS:

1. Review of Banned Patron policy took place. Goltz moved and Covino seconded the revision of the policy as presented and edited with change of policy name to "Banned Library User" policy. Motion passed unanimously.
2. Review of the Copyright policy took place. Covino moved and Esbrook seconded the retention of the policy as presented. Motion passed unanimously with Goltz and Britton abstaining.
3. Review of the Contracts with Other Communities policy took place. Britton moved and Goltz seconded the revision of the policy as presented and edited. Motion passed unanimously.
4. Review of the Bulletin Board policy took place. Britton moved and Esbrook seconded the retention of the policy as presented. Motion passed unanimously.
5. Review of the Non-Resident Fee policy took place. Covino moved and Goltz seconded the revision of the policy as presented and edited. Motion passed unanimously.
6. Review of the Non-Resident Requests for Research policy took place. Esbrook moved and Goltz seconded the revision of the policy as presented and edited. Motion passed unanimously.
7. Review of the Personal Purchase of Materials policy took place. Britton moved and Covino seconded the retention of the policy as presented. Motion passed unanimously.
8. Covino moved and Britton seconded the retirement of the Audio-visual Equipment, the Service Charges, and the Lost Materials policy. Motion passed unanimously.
9. Esbrook moved and Britton seconded the rollover of \$1,724.03 in grant disbursement funds back into the Drake Community Library Endowment Fund. Motion passed unanimously. The Greater Poweshiek Community Foundation will be notified of this decision.

The next regular board meeting will take place March 26, 2014 at 5:30 p.m.

Meeting adjourned at 7:45 p.m.



Gail Greenwald, President

Date signed:

3/26/14



Marilyn Kennett, Recording Secretary