

MINUTES
DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
March 28, 2013
5:15 p.m.

ROLL CALL: Present were: __Armstrong _X_Bierman _X_Goltz _X_Greenwald _X_Lamphier
_X_McClelland _X_Pohlson Others present: _X_Kennett

APPROVAL OF AGENDA: Passed by consent.

APPROVAL OF MINUTES: Pohlson moved and McClelland seconded that the minutes of the February 28, 2013 meeting be approved as printed. Motion passed unanimously.

5:20 Board Member Bierman joined meeting.

COMMUNICATIONS: Invitation from Corridor Business Journal to send library representative to Annual Green Symposium in Cedar Rapids on April 10, 2013 to receive recognition award in honor of the library's LEED certification.

REPORT OF DIRECTOR: Statistical report was reviewed noting overall steady circulation figures with significant increases to teen book, children's video, and adult video circulation figures.

FINANCIAL REPORT AND APPROVAL OF BILLS: Financial reports were reviewed. Tracking report for wage and salary line items was presented by Kennett. Discussion regarding an unanticipated rise in the cost of building insurance took place. Pohlson offered to assist in obtaining additional information regarding building insurance needs. Lamphier moved and Greenwald seconded the approval of bills payable in April. Motion passed unanimously.

COMMITTEE REPORTS:

Building & Grounds –

Finance, Salary, and Personnel –

Long Range Planning – Greenwald gave report of the community task force meeting held March 11. The task force will meet again for the final time on April 8 at which time five service priorities will be chosen for the board to consider.

Policy – A draft of changes to the personnel policy was presented. Bierman offered to assist in obtaining additional information regarding exempt and non-exempt employees. No action was taken.

OLD BUSINESS:

1. Humidity Control Project. Lamphier moved and Pohlson seconded authorizing the utilization of gift monies for the purpose of initiating humidity control improvements to the building. Motion passed unanimously. \$30,000 will become available with the FY'14 budget to continue the project.

Greenwald left meeting at 7:15 p.m.

NEW BUSINESS:

1. Goltz moved and McClelland seconded a salary increase for Marilyn Kennett. Motion passed unanimously.

Meeting adjourned at 7:50 p.m.

Gail Greenwald

Gail Greenwald, President

Date signed:

April 25, 2013

Marilyn Kennett

Marilyn Kennett, Recording Secretary