

MINUTES
DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
October 23, 2013
5:30 p.m.

ROLL CALL: Present were: _X_Britton _X_Covino _X_Esbrook _X_Goltz _X_Greenwald
_X_McClelland _X_McNally Others present: _X_Kennett

APPROVAL OF AGENDA: Approved by consent.

APPROVAL OF MINUTES: McClelland moved and McNally seconded the approval of September 25, 2013 minutes as presented. Motion passed unanimously.

COMMUNICATIONS: None.

REPORT OF DIRECTOR:

1. Statistical report was reviewed.
2. The Standard Form of Agreement Between Owner and Contractor for the Humidity Control and Energy Conservation project is being reviewed by Duane Neff.
3. Friends of DCL fall book sale netted \$2,050. Sale is primarily comprised of donated books. Excess books will be picked up by Better World Books.
4. DCL Annual Report FY13 has been distributed to City Council members and library trustees and is available from library website.
5. Kennett reported on the effect of the Affordable Care Act upon library services. At this point in time the library is not seeing demand from the public for assistance in accessing the ACA website. Kennett will collaborate with area agencies to create public awareness of resources and services available in Poweshiek County.

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

COMMITTEE REPORTS:

Building & Grounds –

1. Goltz and Esbrook reported on their informational tour of the grounds with volunteers Elizabeth Hill and Doug Caulkins. No action was taken.

Finance, Salary, and Personnel –

1. An informational meeting was held October 9th. Committee will meet again in November to review proposed budget for FY14.

Long Range Planning –

1. An event was held October 22nd at 7:00 p.m. at the library to share the 2013-2017 Strategic Plan with the Planning Task Force, Friends of DCL, and the City Council. The plan is available from the library website.

Policy –

OLD BUSINESS:

- 1.

NEW BUSINESS:

1. McNally moved and Britton seconded the approval of revision to the "Hours and Holidays" policy as presented. Motion passed unanimously.
2. McClelland moved and Covino seconded the approval of revision to the "Meeting Room" policy as presented and edited. Motion passed unanimously.
3. Britton moved and Goltz seconded the approval of revision to the library director's job description as presented and edited. Motion passed unanimously.

The next board meeting will be November 27th at 5:30 p.m.

The December board meeting will occur December 18th at 5:30 p.m., one week ahead of the normally scheduled time, due to the Christmas holiday.

Meeting adjourned at 6:45 p.m.



Marilyn Kennett, Recording Secretary

Gail Greenwald, President

Date signed:

11/27/13