

**MINUTES**  
**DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**  
**May 27, 2015**

**5:30 p.m.**

**ROLL CALL:** Present were: \_X\_Britton    \_X\_Covino    \_X\_Esbrook    \_Greenwald    \_McClelland  
\_X\_McNally            \_X\_Pohlsion            Others present: \_X\_Kennett

**APPROVAL OF AGENDA:** Covino moved and Britton seconded the approval of the agenda. Motion passed unanimously.

**APPROVAL OF MINUTES:** McClelland moved and Esbrook seconded the approval of April 22, 2015 regular board meeting minutes as presented. Motion passed unanimously with Britton and Pohlsion abstaining.

**COMMUNICATIONS:**

1. A letter from Nancy Hendrickson was received and presented. Hendrickson expressed concern regarding the lack of a hand rail at the library's north entrance where a step exists. Kennett will consult with the City Building Supervisor to investigate available options.

**REPORT OF DIRECTOR:**

1. Kennett reported on follow-up with City administration regarding the proposal from Ideal Energy, Inc. regarding installation of solar panels on the library building. City administration is supportive of the concept of solar energy. However, due to other large projects on the building and planning schedule, time does not permit the consideration of a project of this magnitude at this time.
2. Statistical report was reviewed.

**FINANCIAL REPORT AND APPROVAL OF BILLS:** Financials were reviewed. Britton moved and Covino seconded the approval of bills payable in June. Motion passed unanimously.

**COMMITTEE REPORTS:**

*Building & Grounds* –

*Finance, Salary, and Personnel* – Pohlsion will convene a meeting of the committee to consider the need for a wage and salary study.

*Long Range Planning* –

*Policy* – Recommendation was made to revise Article IV, Sec. F of the Library By-Laws by adding the following sentence: "At a minimum, the Director shall provide Trustees with supporting documents relating to all non-routine business at least 48 hours prior to the meeting for which it is scheduled."

**OLD BUSINESS:**

1. Board leadership and recruitment of trustees was discussed. Trustee Dan Covino tendered his resignation, effective June 30<sup>th</sup>, due to his upcoming relocation to Boston, Massachusetts. Covino's resignation was received and accepted with regret and understanding.

**NEW BUSINESS:**

1. Donor recognition for the Converging Landscapes campaign was discussed. Kennett will arrange for a donor plaque recognizing those who have given \$2,000 or more to the campaign. A public event (date yet to be determined) will be held on the south terrace to celebrate the completion of the Converging Landscapes project.
2. Britton moved and McNally seconded the aforementioned change to the library by-laws. Motion passed unanimously.

The next regular board meeting is scheduled for June 24, 2015 at 5:30 p.m.

Meeting adjourned at 6:25 p.m.



Paul Pohlson, President

Date signed:

6/24/15



Marilyn Kennett, Recording Secretary