

**MINUTES**  
**DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**  
**December 21, 2016**  
**5:30 p.m., Library Board Room**

**ROLL CALL:**    \_X\_Ahrens    \_X\_Britton    \_X\_Esbrook    \_McClelland    \_McNally  
                  \_X\_Pagliai    \_X\_Rudolph                    Others present: \_X\_Kennett

President Esbrook called the meeting to order at 5:30 p.m.

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

**APPROVAL OF MINUTES:** Britton moved and Ahrens seconded the approval of the November 28, 2016 regular board meeting minutes. Motion passed unanimously.

**COMMUNICATIONS:**

1. Received notification from Mobile Beacon that Drake Community Library's grant application was not awarded the Wi-Fly Lending Launch Kit.

**REPORT OF DIRECTOR:**

1. Statistical report was reviewed. While the overall number of sessions has dropped, usage patterns of the public computer stations show there are still peak times when all stations are in use simultaneously.
2. The FY2016 Annual Report for the City has been completed and was distributed to City administration and library trustees. The report is available from the library website and print copies are available upon request at the library.

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

**COMMITTEES:**

*Building & Grounds* – Committee will meet January 16<sup>th</sup> at 1:00 p.m. with Dan VanWeelden of Country Landscapes.

*Finance, Salary, & Personnel* – None.

*Long Range Planning* – None.

*Policy* – None.

**OLD BUSINESS:** Becky Heil, State Library Consultant, will provide continuing education for the trustees and directors of Poweshiek County public libraries on January 17, 2017 at Drake Community Library. Supper and social time at 6:00 p.m. ; presentation to begin at 6:30 p.m.

**NEW BUSINESS:**

1. Kennett presented a revision of the Materials Selection Policy. Sections addressing the purchase of textbooks and print-on-demand materials were added to the policy. Britton moved and Rudolph seconded approval of the policy revision. Motion passed unanimously.
2. The Internet & Wireless Policy was reviewed. Pagliai moved and Rudolph seconded approval of the current policy. Motion passed unanimously.
3. Esbrook noted that the terms of two trustees will be expiring June, 2017 and mentioned need to be considering board composition for the next fiscal year.

Meeting adjourned at 6:05 p.m.

The next regular board meeting will take place January 25, 2017 at 5:30 p.m.



Jordan Esbrook  
Library Board President  
Date Signed:

1/25/17



Marilyn Kennett, Library Director  
Recording Secretary