

MINUTES
DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
March 22, 2017
5:30 p.m., Library Board Room

ROLL CALL: _X_Ahrens _X_Britton _X_Esbrook ___McClelland _X_McNally
 _X_Pagliai ___Rudolph Others present: _X_Kennett

President Esbrook called the meeting to order at 5:35 p.m.

APPROVAL OF AGENDA: Ahrens moved and McNally seconded the approval of the agenda. Motion passed unanimously.

APPROVAL OF MINUTES: Pagliai moved and McNally seconded the approval of the February 22, 2017 regular board meeting minutes. Motion passed unanimously with Britton and Esbrook abstaining.

COMMUNICATIONS:

1. Letter was received from Nicole Bru-Behrens, Executive Director, Greater Poweshiek Community Foundation (GPCF), informing the library of the availability of a \$2,697 disbursement from the DCL Endowment Fund held by GPCF.
2. An email notification from the Institute of Museum and Library Services (IMLS) regarding DCL's nomination for a national Medal for Museum and Library Services was received. Drake Community Library was not chosen for the award this year. IMLS will announce this year's recipients later this spring via their website at www.imls.gov.

REPORT OF DIRECTOR:

1. Statistical report was reviewed.

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

COMMITTEES:

Building & Grounds – None.

Finance, Salary, & Personnel – None.

Long Range Planning – None.

Policy – None.

OLD BUSINESS:

1. Ahrens moved and McNally seconded the approval of the revised proposal from Country Landscapes, Ames, Iowa for work to be done at the east end of the library property upon minor clarification regarding area O4a of the proposal. Motion passed unanimously. See attached final proposal.
2. Britton and Kennett will attend a meeting with other Poweshiek County libraries regarding Contracts for Library Services at 9:30 a.m. on April 6, at the Montezuma Public Library.

NEW BUSINESS:

1. Esbrook moved and Britton seconded reinvesting the available payout of \$2697 back into the DCL Endowment Fund held by Greater Poweshiek Community Foundation. Motion passed unanimously.

Meeting adjourned at 6:35 p.m.

The next regular board meeting will take place April 26, 2017 at 5:30 p.m.



Jordan Esbrook
Library Board President
Date Signed:



Marilyn Kennett, Library Director
Recording Secretary



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Page: 1

JOB TITLE: OCTOBER 2016 - LANDSCAPE REMODEL (REVISED 3.23.17)

Sold To:
 DRAKE COMMUNITY LIBRARY
 930 PARK ST
 GRINNELL, IA 50112

Ship To:
 DRAKE COMMUNITY LIBRARY
 930 PARK ST
 GRINNELL, IA 50112

01. EAST MEADOW

ITEM	QTY	SIZE
ROUNDUP APPLICATION	1.00	LS
ASSORTED WILDFLOWER PLUGS MIXTURE OF: LAVENDER HYSSOP, NODDING PINK ONION, LEADPLANT, COLUMBINE, BUTTERFLYWEED, SKY BLUE ASTER, STIFF COREOPSIS, PURPLE PRAIRIE CLOVER, PURPLE CONEFLOWER, PRAIRIE SMOKE, BLUE FLAG IRIS, GREAT BLUE LOBELIA, SMOOTH PENSTEMON, DOWNY PHLOX, BLACK EYED SUSAN, & HOARY VERVAIN.	560.00	3SQ
ASSORTED GRASS PLUGS MIXTURE OF: LITTLE BLUESTEM, PRAIRIE DROPSEED, SIDEOATS GRAMA, & HAIRY GRAMA	960.00	PLUG
FALSE INDIGO	3.00	#1 CNT
RATTLESNAKE MASTER	5.00	#1 CNT
LIATRIS, KOBOLD	10.00	#1 CNT
COMPOSTED MANURE-1 BAG PER 5 PLANTS. MIX INTO PLANTING HOLES.	20.00	BAG

SECTION TOTAL: \$11,881.39

02. EAST YARD TREES - PLANT AT FLAGS

ITEM	QTY	SIZE
MULCH TREE RING (5' DIAM) INCLUDES SOD REMOVAL	4.00	EACH
BLACK GUM	4.00	5' B&B
TREE STAKES - (2 POSTS & RELATED MATERIALS)	4.00	KIT
TREE BARK PROTECTOR - 36-INCH	4.00	EACH
COMPOSTED MANURE - MIX INTO PLANTING HOLES	2.00	BAG

SECTION TOTAL: \$1,915.18

03. BED NORTH OF BOWLADROME

ITEM	QTY	SIZE
MULCH & WEED BARRIER REMOVAL SAVE MULCH FOR REUSE ON SITE	1.00	LS
DEWITT WEED BARRIER	170.00	SQFT
COBBLESTONE	170.00	SQFT
SHREDDED OAK MULCH - TOPDRESS INCLUDES RAKING BACK EXISTING MULCH	875.00	SQFT
PREEN - PRE EMERGENT	875.00	SQFT
SEVEN-SON-FLOWER (CLUMP)	3.00	#5 CNT
BUCKTHORN, FINE LINE	2.00	24" POT

PROPOSAL #: 0201827
 SALESPERSON: Dan Van Weelden
 CUSTOMER NO: DRACOM
 ORDER DATE: 10/24/2016

ANEMONE, ROBUSTISSIMA (GRAPE LEAF)	30.00	#1 CNT
ASSORTED CREEPING SEDUM	40.00	4SQ
COMPOSTED MANURE - MIX INTO PLANTING HOLES	8.00	BAG

SECTION TOTAL: \$5,462.82

04a. MATERIAL INSTALLATION

ITEM	QTY	SIZE
SHREDDED OAK MULCH	5.00	CUYD
ASSORTED WILDFLOWER PLUGS MIXTURE OF: LAVENDER HYSSOP, NODDING PINK ONION, LEADPLANT, COLUMBINE, BUTTERFLYWEED, SKY BLUE ASTER, STIFF COREOPSIS, PURPLE PRAIRIE CLOVER, PURPLE CONEFLOWER, PRAIRIE SMOKE, BLUE FLAG IRIS, GREAT BLUE LOBELIA, SMOOTH PENSTEMON, DOWNY PHLOX, BLACK EYED SUSAN, & HOARY VERVAIN.	40.00	PLUG
SNAKEROOT, BRUNETTE	10.00	#1 CNT
SOLOMON'S SEAL, VARIEGATED	10.00	#1 POT
COMPOSTED MANURE - MIX INTO PLANTING HOLES	4.00	BAG

SECTION TOTAL: \$1,566.88

WE PROPOSE to furnish material and labor in accordance with the above specifications for the sum of \$ 20,151.27.
 A minimum deposit of \$ 5,037.82 is due with signed proposal before work can be scheduled.
 In the event that the specified varieties or sizes of nursery stock are not available, we reserve the right to make substitutions of variety and size at no additional cost when such substitutions do not compromise the integrity of the design. If no substitutions are available, the items will be backordered to be installed and invoiced as a separate job. Invoicing will occur either at completion or at month's end (for projects exceeding one month in duration).

AUTHORIZED SIGNATURE _____ DATE _____

Net Order:	\$20,826.27
Price Reduction:	\$(675.00)
Sales Tax:	\$0.00
Order Total:	<u>\$20,151.27</u>

ACCEPTANCE OF PROPOSAL - The above prices, specifications, and conditions (including those in Attachment A) are satisfactory and are hereby accepted.
 Country Landscapes, Inc. is authorized to do the work as specified.
 \$ _____ is hereby paid as a deposit with check # _____
 The balance of received invoices will be paid within 10 days of invoice date.
 A finance charge of 1 1/2 % per month, which is an annual percentage rate of 18%, will be charged on accounts over 30 days past due.

Date of Acceptance: _____

Signature _____

Signature _____

*This proposal may be subject to repricing after *** 11/23/2016 ****