

MINUTES
DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
May 24, 2017
5:30 p.m., Library Board Room

ROLL CALL: _X_Ahrens _X_Britton _X_Esbrook _X_McClelland _X_McNally
 _X_Pagliai _X_Rudolph Others present: _X_Kennett

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

APPROVAL OF AGENDA: McClelland moved and Rudolph seconded the approval of the agenda with the addition of a communication from the Friends of DCL. Motion passed unanimously.

APPROVAL OF MINUTES: Ahrens moved and McNally seconded the approval of the April 26, 2017 regular board meeting minutes. Motion passed unanimously with Britton, McClelland and Pagliai abstaining.

COMMUNICATIONS:

1. A task force composed of the library directors and trustee representatives from Grinnell, Montezuma, and Brooklyn libraries will meet in September regarding contracts for library service.
2. Country Landscapes, Inc. will be on site during the first two weeks in June to install prairie meadow plants in the east basin; Black Tupelo trees east and north of the lower patio area; install more plants and make improvements to the drainage area next to the Bowladrome; and plant a wildflower garden alongside the section of permeable paving south of the terrace.
3. The Friends of DCL are considering options for an outdoor sign to further identify the building as the public library of Grinnell and requested opinion from the Library trustees. Drawings from ASI Signs were presented. Britton moved and Esbrook seconded endorsement of the artistic design of large, colorful letters forming the word "LIBRARY". Motion passed unanimously.

REPORT OF DIRECTOR:

1. Statistical report was reviewed.
2. The Summer Library Program calendars for youth and teens were distributed to trustees. The SLP kick-off event is scheduled for June 7th.
3. Community events happening at the library in June include: the Greater Poweshiek Community Foundation Founder's Day event, June 2nd; the Rotary Chicken BBQ in library parking lot, June 8th; Grinnell College's Global Day of Service work session in library prairie on June 10th.

FINANCIAL REPORT AND APPROVAL OF BILLS: Financials were reviewed. Rudolph moved and McClelland seconded the approval of bills payable in June. Kennett will further investigate the manufacturer's warranty for the library roof. Motion passed unanimously.

COMMITTEES:

Building & Grounds – None.

Finance, Salary, & Personnel – None.

Long Range Planning – None.

Policy – None.

OLD BUSINESS:

1. Names of candidates for two trustee positions have been presented to Mayor Canfield.
2. Kennett proposed wording for a Public Art Policy. Esbrook moved and McClelland seconded the adoption of the “Public Art Policy” with edits as discussed. Motion passed unanimously. See attached policy.
3. Proposal from Denny Rutledge regarding purchase of a Roy Setziol wood sculpture, currently owned by Rutledge, was considered. McClelland moved and McNally seconded the decline of his offer at this time, citing the desire to have the Art Advisory Committee established prior to a decision of this magnitude. Motion passed unanimously.
4. Britton moved and Pagliai seconded the approval of revision to the Contracts with Other Communities Policy. Motion passed unanimously. See attached policy.

NEW BUSINESS:

1. Britton moved and McNally seconded approval of library personnel wages for FY18 as presented. Motion passed unanimously.

Meeting adjourned at 6:30 p.m.

The next regular board meeting and annual meeting will take place June 28, 2017 at 5:30 p.m.



Jordan Esbrook
Library Board President
Date Signed:



Marilyn Kennett, Library Director
Recording Secretary

**DRAKE COMMUNITY LIBRARY
PUBLIC ART POLICY**

Drake Community Library is dedicated to enriching the library user experience by:

- Enhancing community appreciation of the arts.
- Providing opportunities for library visitors to encounter original artwork and increase their visual literacy.
- Selecting high quality art by local, national, and international artists.

Art Advisory Committee

The Library Board of Trustees may establish and choose to dissolve an Art Advisory Committee. The purpose of the Art Advisory Committee is to help the library trustees acquire works of art that are of high quality.

I. Duties

- A. Manage the writing and distribution of requests for proposals for acquiring works of art for the library.
- B. Establish a jury process for deciding among the proposals that are received.
- C. Advise the trustees whether or not to accept offers to donate or sell artwork to the library.
- D. Identify possible sources of funding for purchasing art for the library.
- E. Advise the trustees on the placement and maintenance of art within the library.
- F. Post meeting agendas at least 24 hours prior to committee meetings.
- G. Record minutes of committee meetings.

II. Composition and terms

The Committee shall consist of three (3) to five (5) members who are knowledgeable about art. Committee members shall be appointed by the Board of Trustees for two-year terms. Also serving on the committee, in a non-voting capacity, shall be one library staff member who is appointed by the Library Director. Art Advisory Committee members may not serve for more than two consecutive terms. Members may be reappointed after a two (2) year absence from the committee.

The Drake Community Library's Public Art Policy is part of the library's overall policy structure and should be interpreted in conjunction with other existing policies.

Adopted 05/2017

**DRAKE COMMUNITY LIBRARY
CONTRACTS WITH OTHER COMMUNITIES**

Drake Community Library supports the philosophy that library service is best provided locally, that city residents recognize the importance of library service and are willing to fund it through local taxes, and that tax support should be equitable among those residents paying taxes to provide a local library. The library recognizes that some cities have not established a public library, that such cities have an obligation to provide library service through contract with an existing library, and that entering into such a contract provides an opportunity to extend the benefits of library service to those who are not otherwise served.

To assure equitable tax support of libraries among residents of Grinnell and the residents of contracting cities, the Drake Community Library will charge contracting entities at a fair rate as approved by the Drake Community Library Board of Trustees.

Reviewed 9/09
Revised 02/14
Revised 05/17