

**MINUTES**  
**DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**  
**August 23, 2017**  
**5:15 p.m., Caulkins Community Room**

**ROLL CALL:**    \_\_Ahrens        \_X\_\_Britton    \_X\_\_Elfenbein    \_X\_\_McNally  
                  \_X\_\_Pagliai       \_X\_\_Rudolph    \_\_X\_\_Swick       Others present:  \_X\_\_Kennett

President Britton called the meeting to order at 5:15 p.m.

**APPROVAL OF AGENDA:** The agenda was approved without comment.

**APPROVAL OF MINUTES:** McNally moved and Pagliai seconded the approval of the July 26, 2017 board meeting minutes. Motion passed unanimously with Britton and Rudolph abstaining due to their absence at July meeting.

**COMMUNICATIONS:**

1. None.

**REPORT OF DIRECTOR:**

1. Statistical report was reviewed.
2. The State Library information presented by Kennett at the August 3<sup>rd</sup> Supervisor's meeting regarding County library funding was provided to the trustees and discussed.
3. Kennett toured Hotel Grinnell with hotel event coordinator Nicole Lorenzen to facilitate coordination of services between facilities.

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

**COMMITTEES:**

Trustee contact information was updated and will be shared amongst trustees.  
*Building & Grounds* – None.

*Finance, Salary, & Personnel* – Britton reported that the committee is working towards completion of Kennett's annual employee evaluation.

*Long Range Planning* – None.

*Policy* – None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

1. Pagliai moved and Swick seconded approval of wage for new hire Olivia Montgomery, page position. Motion passed unanimously.

2. Rudolph moved and Elfenbein seconded the following slate to fill committee positions:

**Building & Grounds** – Ahrens, Swick

**Finance, Salary, & Personnel** – Britton, Pagliai, Rudolph

**Long Range Planning** – Committee of the whole

**Policy** – Elfenbein, McNally

Motion passed unanimously.

3. Dates of September 22, September 29, or October 13 are being considered for a Trustee/Staff planning session to facilitate the strategic planning process.

4. Library staff and Friends of Library board members will provide a Community Meal at Davis School on October 24<sup>th</sup>. Library trustees were invited to participate as well.

Meeting adjourned at 6:05 p.m.

The next regular board meeting will take place September 27, 2017 at 5:15 p.m.



George Britton

Library Board President

Date Signed: 9/27/17



Marilyn Kennett, Library Director  
Recording Secretary