

MINUTES
DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
September 27, 2017
5:15 p.m., Library Board 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: Agenda approved by consent.

APPROVAL OF MINUTES: Elfenbein moved and Swick seconded the approval of the August 23, 2017 board meeting minutes. Motion passed unanimously.

COMMUNICATIONS:

1. None.

REPORT OF DIRECTOR:

1. Statistical report was reviewed.
2. Library staff were provided tour of Hotel Grinnell on September 7th with hotel event coordinator Nicole Lorenzen.
3. Quote from TNT Tuckpointing, Stockton, IA was received regarding cleaning the building's exterior brick and stone masonry as well as replacing caulking at all masonry locations. Quote total : \$41,100.
4. Friends of Library are sponsoring Community Meal on October 24th. Sign-up sheet will be circulated for library staff, trustee, and friends participation.

FINANCIAL REPORT AND APPROVAL OF BILLS: Financials were reviewed. Rudolph moved and McNally seconded the approval of bills payable in October. Motion passed unanimously.

COMMITTEES:

Building & Grounds – The TNT Tuckpointing quote was discussed in brief. Kennett to arrange for committee to meet with City Building Supervisor Duane Neff for information gathering purposes.

Finance, Salary, & Personnel – Pagliai has been appointed chair of committee and will arrange time for Kennett to meet with committee for purposes of Director evaluation.

Long Range Planning – Planning session with trustees and staff will occur October 13th. The library will not open to the public until 1:00 p.m. on October 13th.

Policy – Britton reported on September 21st county-wide library task force meeting. Draft of letter informing contracting cities of new contract rate of 10 cents per thousand of assessed taxable valuation was presented and discussed.

OLD BUSINESS:

1. Upcoming strategic planning session was discussed. Agenda for planning session will be distributed during week of October 1st.

NEW BUSINESS:

1. Rudolph moved and Pagliai seconded approval of the FY19 library services contract rate of 10 cents per thousand of assessed taxable valuation Motion passed unanimously.

2. Ideas for enhancing trustee engagement and incorporating continuing education into trustee meetings were discussed. Kennett will provide an informal monthly outline of library activities to trustees to generate increased awareness. The Library Link of the Day RSS feed can be utilized to stimulate continuing education topics for discussion. Demonstration of an online library resource at trustee meetings may occur periodically.

Swick motioned for adjournment at 6:05 p.m. Motion seconded by McNally.

The next regular board meeting will take place October 25, 2017 at 5:15 p.m.



George Britton
Library Board President

Date Signed:

10/25/17



Marilyn Kennett, Library Director
Recording Secretary