

**MINUTES**  
**DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**  
**September 26, 2018**  
**5:15 p.m., Caulkins Community Room**

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

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

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

**APPROVAL OF MINUTES:** Britton moved and McNally seconded the approval of the August 22, 2018 regular board meeting minutes. Motion passed unanimously.

**COMMUNICATIONS:**

1. DCL Endowment fund reports for year ending June 30<sup>th</sup> and for the months of July & August were received from the Greater Poweshiek Community Foundation.
2. Proposal received from LED Lighting Crew regarding replacement of existing fluorescent bulbs with LED bulbs and management of the Alliant rebate program.

**REPORT OF DIRECTOR:**

1. Statistical report was reviewed, noting that the upward trend of last month did not continue this month. We are now able to track wireless internet users through a portal agreement. The wireless connection was accessed 1,107 during August by library users.
2. Friends of DCL will sponsor the community meal October 30<sup>th</sup>. Library staff and Friends will serve the meal.
3. The library is collaborating with Grinnell College to host two Smithsonian exhibits in 2019 through the Smithsonian's Museums on Main Street program.
4. Kennett will submit the library's Annual Report to the State Library in October.
5. The Art Advisory Committee completed the Gutlove art installation project at a cost of \$18,360 which included engineering fees, artist (4) proposal fees, and Gutlove's fee.

**COMMITTEES:**

*Building & Grounds –*

*Finance, Salary, & Personnel –* Pagliai will call for a meeting of the committee in October to start the FY20 budget planning process.

*Long Range Planning –*

*Policy –*

**TRUSTEE REPORTS:** None.

**FINANCIAL REPORT AND APPROVAL OF BILLS:** Financials were reviewed. Increased revenue from Poweshiek County for service to rural residents was noted. Rudolph moved and Pagliai seconded the approval of bills payable in October. Motion passed unanimously.

**OLD BUSINESS:**

**NEW BUSINESS:**

1. Britton moved and Rudolph seconded acceptance of proposal from LED Lighting Crew in the amount of \$4,448.95 with up to 5% overage cost if necessary. Proposal covers replacement of bulbs, throughout the library including basement areas, with LED bulbs and the management of Alliant rebates. Kennett to initiate the work as soon as possible. Motion passed unanimously.
2. Trustees give support to the Art Advisory Committee to continue procuring art for interior library spaces utilizing the remaining \$1,640 from the amount previously approved for this purpose. Trustees expressed their sincere appreciation for the excellent work of the committee.

**TRUSTEE CONTINUING EDUCATION:**

1. Library policies and practices regarding cardholder rights to confidentiality and intellectual freedom were discussed.

Meeting adjourned at 6:10 p.m.

Next meeting: October 24, 2018 at 5:15 p.m.



Jim Ahrens  
Library Board President  
Date Signed:



Marilyn Kennett, Library Director  
Recording Secretary

Fund Balance as of June 30th., 2018  
 Drake Community Library Endowment Fund - 1015

	Current Period	YTD
Gifts	315.99	8,468.96
Investment Income (Loss)	(274.81)	6,227.63
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Total Revenues	41.18	14,696.59
Administrative Cost Share	104.77	1,420.30
Bank Charges/Online Donation Fees	0.00	44.10
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Total Expenses	104.77	1,464.40
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Net Income (Loss)	(63.59)	13,232.19
	=====	=====
Beginning Fund Balance		83,814.57
Net Income (Loss)		13,232.19
Ending Fund Balance		97,046.76

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Fund Balance as of July 31st, 2018  
Drake Community Library Endowment Fund - 1015

	Current Period	YTD
Investment Income (Loss)	1,957.63	1,957.63
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Total Revenues	1,957.63	1,957.63
Administrative Cost Share	121.31	121.31
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Total Expenses	121.31	121.31
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Net Income (Loss)	1,836.32	1,836.32
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Beginning Fund Balance		97,046.76
Net Income (Loss)		1,836.32
Ending Fund Balance		98,883.08

Fund Balance as of August 31st., 2018  
 Drake Community Library Endowment Fund - 1015

	Current Period	YTD
Investment Income (Loss)	696.63	2,654.26
Investment Related Expenses	0.00	0.00
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Total Revenues	696.63	2,654.26
Administrative Cost Share	121.31	242.62
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Total Expenses	121.31	242.62
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Net Income (Loss)	575.32	2,411.64
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Beginning Fund Balance		97,046.76
Net Income (Loss)		2,411.64
Ending Fund Balance		99,458.40