

MINUTES
DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
May 22, 2019
5:15 p.m., Caulkins Community Room

ROLL CALL: __vacancy _X__Britton __Elfenbein _X_McNally
 _X_Pagliai _X__Rudolph _X__Swick Others present: _X_Kennett

Vice-President Pagliai called the meeting to order at 5:20 p.m.

APPROVAL OF AGENDA: Swick moved and McNally seconded approval of the agenda.

APPROVAL OF MINUTES: Britton moved and Swick seconded approval of the May 1, 2019 (postponed from April 24) regular board meeting minutes. Motion passed unanimously.

COMMUNICATIONS:

1. Received DCL Endowment April report from Greater Poweshiek Community Foundation (GPCF).

REPORT OF DIRECTOR:

1. Statistical report was reviewed.

OLD BUSINESS:

1. McNally moved and Swick seconded approval for the wording of a letter from the Library Board of Trustees to Community Support for Immigrants (CoSI) in support of their *Preparedness Plan in the Event of Immigration Enforcement Activity in Grinnell and Surrounding Communities*. Motion passed unanimously.

[Rudolph joined meeting]

2. McNally moved and Swick seconded approval of contract with Kanopy, a streaming video service, to be made available for library cardholders with the exception of open access cardholders. The Kanopy collection consists primarily of educational and independent films. The Friends of Drake Community Library is funding this service. Motion passed unanimously.

COMMITTEES:

Building & Grounds –

Finance, Salary, & Personnel – Pagliai reported on the committee meeting held May 21st at 5:30 p.m. with Pagliai, Britton, Rudolph and Kennett present. The committee discussed revision to the Library Personnel Policy.

Long Range Planning –

Policy –

TRUSTEE REPORTS: None.

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

NEW BUSINESS:

1. Rudolph moved and Swick seconded library service contracts for the cities of Kellogg, Malcom, Oakland Acres, and Searsboro. Motion passed unanimously. Kennett will send out contracts.
2. Swick moved and McNally seconded approval of revision to the Library Personnel Policy. The revision clarifies the position of the Library as an administrative agency of the City of Grinnell and brings the library employees under the rules, regulations, and policies of the City Personnel Manual. The revision also describes policy that is specific to the daily operation of the library. Motion passed unanimously.
3. Britton moved and Swick seconded approval of wage for two new hires in the Page position. Elizabeth Ashing and Walker Bell will be filling vacancies. Motion passed unanimously.

TRUSTEE CONTINUING EDUCATION:

Pagliai will report on the content of a State Library webinar provided for trustees at the next regular meeting.

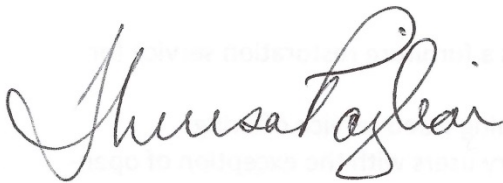
Swick motioned to adjourn. Meeting adjourned at 6 p.m.

Meeting adjourned at 6:50 p.m.

Next meeting:

Special Meeting: June 12, 2019 at 5:15 p.m.

Regular meeting: June 26, 2019 at 5:15 p.m.



Theresa Pagliai
Library Board President
Date Signed:



Marilyn Kennett, Library Director
Recording Secretary

Fund Balance as of April 30th., 2019
 Drake Community Library Endowment Fund - 1015

	Current Period	YTD
Gifts	285.00	9,361.98
Investment Income (Loss)	2,289.25	4,214.80
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Total Revenues	2,574.25	13,576.78
Administrative Cost Share	127.01	1,400.34
Bank Charges/Online Donation Fees	0.00	3.90
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Total Expenses	127.01	1,404.24
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Net Income (Loss)	2,447.24	12,172.54
	=====	=====
Beginning Fund Balance		97,046.76
Net Income (Loss)		12,172.54
Ending Fund Balance		109,219.30