

**MINUTES**  
**DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**  
**August 28, 2019**  
**5:15 p.m., Caulkins Community Room**

**ROLL CALL:**    \_X\_Elfenbein    \_X\_Hardin    \_X\_Hammond    \_X\_McFee  
                  \_X\_Pagliai    \_X\_Rudolph    \_Swick            Others present: \_X\_Kennett

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

**APPROVAL OF AGENDA:** Elfenbein moved and Hardin seconded approval of the agenda. Motion passed unanimously.

**APPROVAL OF MINUTES:** Hammond moved and Elfenbein seconded approval of the July 24, 2019 Regular Board Meeting minutes. Motion passed unanimously with Rudolph abstaining.

**COMMUNICATIONS:**

1. Public comment was received from Stuart Porter, Grinnell citizen. Porter expressed his concern regarding the absence of an American flag on the library grounds as the Library is a public building. An American flag is on display and accessible for use within the Library but is not present on library grounds. Kennett will research the feasibility of installing an American flag on public property.
2. The DCL Endowment Fund Year End June 2019 report was received from the Greater Poweshiek Community Foundation. Ending fund balance is \$110,176.64.
3. City Council Resolution No. 2019-72 adopting the amended City of Grinnell Personnel Policy Manual was received. Actioned on August 5, 2019, "Drake Community Library employees are city employees and shall be governed by the City Personnel Policy Manual" ... "shall become effective July 1, 2019 as amended."

**REPORT OF DIRECTOR:**

1. Statistical report was reviewed. An increase in circulation of Juvenile materials and ebooks generated an overall increase of 298 circulations in comparison to June 2018.
2. The contract with TNT Tuckpointing has been confirmed. Work will begin after Labor Day. Funding will come from the remaining FY19 capital loan note funds and from library gift funds.
3. The Grinnell Education Partnership will be showcasing their successful work with the Campaign for 3<sup>rd</sup> Grade Reading Level at the Anchor Institutions Task Force conference in New York City on October 24<sup>th</sup>. Karen Neal, Youth Services Director, will be part of the presentation panel.
4. Kennett is investigating a solution to reduce the noise levels of the hand dryers in the restrooms.

**COMMITTEES:**

*Building & Grounds –*

*Finance, Salary, & Personnel –*

*Long Range Planning –*

*Policy –*

**TRUSTEE REPORTS:** None.

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

**OLD BUSINESS:**

1. Committee assignments were made as follows:
  - Building & Grounds – Elfenbein, Hammond
  - Finance, Salary, & Personnel – Rudolph, Hardin
  - Long Range Planning – Committee of the whole
  - Policy – McFee, Swick

**NEW BUSINESS:**

1. Rudolph moved and Hammond seconded the termination of the Library Personnel Policy and recognition of library personnel now under the governance of the City of Grinnell Personnel Manual. Motion passed unanimously.

**TRUSTEE CONTINUING EDUCATION:**

Pagliai led a discussion regarding a TED talk, “A librarian’s case against overdue book fines”. Trustees will research options and ideas for mitigating any barriers associated with library overdue fines.

Hardin, McFee, and Kennett will attend the State Library’s Learning Circuit in Coralville on October 16<sup>th</sup> focusing on library advocacy.

Meeting adjourned at 6:45 p.m.

Next meeting: September 25, 2019 at 5:15 p.m.



Theresa Pagliai  
Library Board President  
Date Signed:



Marilyn Kennett, Library Director  
Recording Secretary