

MINUTES
DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
September 25, 2019
5:15 p.m., Caulkins Community Room

ROLL CALL: __Elfenbein __X__Hardin __X__Hammond __X__McFee
 __X__Pagliai __X__Rudolph __Swick Others present: __X__Kennett
Citizens present: Stuart Porter

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

APPROVAL OF AGENDA: McFee moved and Hammond seconded approval of the agenda. Motion passed unanimously.

APPROVAL OF MINUTES: Rudolph moved and McFee seconded approval of the August 28, 2019 Regular Board Meeting minutes. Motion passed unanimously with Swick abstaining.

COMMUNICATIONS:

1. The DCL Endowment Fund July & August 2019 reports were received from the Greater Poweshiek Community Foundation. Ending fund balance is \$113,858.94.
3. Letter of resignation was received from Sharon Johnson, Library Assistant, effective as of November 30.

REPORT OF DIRECTOR:

1. Statistical report was reviewed.
2. Kennett presented information from Martin Flag, Fort Dodge, Iowa and Liberty Flags, Golden Colorado regarding the cost of purchasing a 20-foot flag pole. Cost estimate for flag pole is \$935 - \$1250. Cost estimates for shipping, flags, and dedicated lighting were not known at this time.
3. TnT Tuckpointing has completed the exterior masonry & caulking of the building.
4. While working on the building TnT Tuckpointing identified a structural concern: the support bracing above the basement exterior double door exit does not extend past the width of the door frame. Kennett is seeking estimate to remedy the problem.
5. An "Open Book" event with a multicultural theme is being organized for Saturday, November 2nd.

COMMITTEES:

Building & Grounds –

Finance, Salary, & Personnel –

Long Range Planning –

Policy –

TRUSTEE REPORTS: None.

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

OLD BUSINESS:

1. None.

NEW BUSINESS:

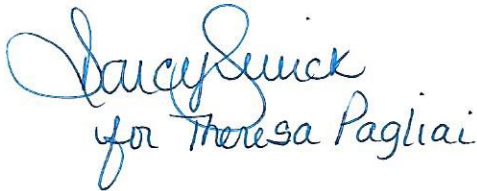
1. Discussion occurred regarding the logistics and costs involved with installing a flag pole on library grounds. More information about costs associated with replacement flags, shipping of flag pole, installation of flag pole, installation of dedicated lighting (solar or hard-wired), and the existence of legal requirements was desired before a decision can be reached about whether to go forward with such a project. Kennett will inquire with other Iowa public libraries as to their practices and will research associated costs and legal requirements. It was noted that funds have not been allocated in the FY20 budget for this project. No action taken. Topic will be placed on agenda when more information has been gathered.

2. Swick moved and Hammond seconded approval of annual contract with SirsiDynix for Horizon Integrated Library System (online catalog and related modules). This is a contract renewal with funds allocated in the FY20 budget for this purpose. Motion passed unanimously.

TRUSTEE CONTINUING EDUCATION:

Meeting adjourned at 6:25 p.m.

Next meeting: October 23, 2019 at 5:15 p.m.



Theresa Pagliai
Library Board President
Date Signed:



Marilyn Kennett, Library Director
Recording Secretary