

MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
February 26, 2020, 5:15 p.m., Caulkins Community Room

ROLL CALL: _X_Elfenbein ___Hardin _X_Hammond ___McFee
 ___Pagliai _X_Rudolph _X_Swick Others present: _X_Kennett

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

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

APPROVAL OF MINUTES: Rudolph moved and Hammond seconded approval of the January 29, 2019 Regular Board Meeting minutes. Motion passed unanimously.

COMMUNICATIONS:

1. Endowment report for January was received from the Greater Poweshiek Community Foundation. Fund balance, as of 1/31/2020, is \$127,299.39.
2. Email from Greater Poweshiek Community Foundation stating option for reinvestment or receipt of the 2020 disbursement from the endowment.
3. A letter of resignation was received from Diana Romero effective 21 February.
4. Final budget papers were received from City administration.

REPORT OF DIRECTOR:

1. January statistical report was reviewed.
2. Friends of DCL held their annual meeting Feb 25, with speaker Candida Pagan, Univ. of Iowa Libraries, presenting "Preserving Your Family Treasures". 42 community members attended the event.
3. Opening reception for "Grinnell Works", a crowd-sourced exhibition created by the Grinnell Community, Drake Community Library, and Grinnell College in collaboration with the Smithsonian's Museum on Main Street program, is scheduled for 5 p.m. on March 5th. Library Systems Administrator Monique Shore has been instrumental in the success of this exhibit throughout its planning and development stages.

Building & Grounds – It was suggested that a mini-campaign to solicit donations for purchase and installation of the exterior flag pole begin this Spring.

Finance, Salary, & Personnel - The FY21 budget was reviewed. Capital Loan allocations include funds to repair the basement door framework, clean the building exterior, upgrade for parts of the geothermal system, scheduled computer upgrades, and adult book purchases. General budget was limited to standard increase for wage/salary allocation with all other line items remaining static.

Long Range Planning – none

Policy – none

TRUSTEE REPORTS: None.

FINANCIAL REPORT AND APPROVAL OF BILLS: Financials were reviewed. It was noted that the Alliant bill was especially high this month in comparison to same time period last year. Kennett to research cause of increased usage. Elfenbein moved and Hammond seconded the approval of bills payable in March. Motion passed unanimously.

OLD BUSINESS: None.

NEW BUSINESS:

1. Elfenbein moved and Hammond seconded approval for reinvestment of the 2020 DCL endowment distribution in the amount of \$4,503. Motion passed unanimously.
2. Hammond moved and Rudolph seconded the review process for the following three policies without revisions:
 - Non-resident Request for Research
 - Personal Purchase of Materials
 - Bulletin BoardMotion passed unanimously.

TRUSTEE CONTINUING EDUCATION: None.

Hammond moved adjournment.

Meeting adjourned at 6:00 p.m.



Theresa Pagliai
Library Board President

Next meeting: March 25, 2020 at 5:15 p.m.



Marilyn Kennett, Director
Recording Secretary