

MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES

March 24, 2021, 5:15 p.m.

Electronic Meeting

made available via Zoom from the online City Agenda Center

**allowed as per Governor Reynold's State Public Health Emergency Declaration, March 20, 2020
due to potential for spread of COVID-19**

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 5:15 p.m.

APPROVAL OF AGENDA: McFee moved and Hammond seconded approval of the agenda, noting the need to meet electronically due to COVID-19 social distancing practices.

Roll call vote: _Aye_Elfenbein _Aye_Hardin _Aye_Hammond _Aye_McFee _Aye_Pagliai
 _Aye_Rudolph _n/a_ Swick

APPROVAL OF MINUTES: Elfenbein moved and Rudolph seconded approval of the February 24, 2021 Regular Board Meeting minutes.

Roll call vote: _Aye_Elfenbein _Aye_Hardin _Aye_Hammond _Aye_McFee _Aye_Pagliai
 _Aye_Rudolph _n/a_ Swick

COMMUNICATIONS: None

REPORT OF DIRECTOR:

1. Statistical reports for February were reviewed.
2. Kennett is seeking quote from Country Landscapes (Ames) for plantings for parking lot perimeter/east end patio area by bowling alley.
3. The hiring process for the Youth Services Coordinator position is underway.
4. The Library's service model under pandemic conditions will allow for public access to physical collections starting April 5th. Social distancing protocols with mask wearing will be in effect. A household unit or individual may schedule a 45-minute appointment via telephone, with two sessions available every hour. Services for curbside pick-up of materials and computer use by appointment in the Community Room will continue. Meetings continue to be subject to the Temporary Meeting Room Policy.

COMMITTEE REPORTS:

Building & Grounds – none

Finance, Salary, & Personnel – none

Long Range Planning – none

Policy – none

TRUSTEE REPORTS:

1. McFee served as a Volunteer Income Tax Assistance (VITA) volunteer during the months of February

and March. McFee reported that 110 individuals were served by this program held at the Library, returning over \$80,000 to participants in the form of tax refunds. McFee expressed appreciation to Library staff for their assistance with preparing the Community Room for socially distanced interviews.

2. Hardin reported receiving positive community feedback regarding the Library's curbside book delivery system while looking forward to expanded access via browsing appointments starting April 5th.

FINANCIAL REPORT AND APPROVAL OF BILLS: Financials were reviewed. McFee moved and Rudolph seconded the approval of bills payable in April.

Roll call vote: _Aye_Elfenbein _Aye_Hardin _Aye_Hammond _Aye_McFee _Aye_Pagliai
_Aye_Rudolph _n/a_Swick

OLD BUSINESS: *None*

NEW BUSINESS:

1. Hardin moved and Elfenbein seconded an expenditure authorization of up to \$6,000 to engage Country Landscapes for landscaping improvements to the parking lot perimeter and area north of the bowling alley adjacent to the lower patio; prioritizing the use of budgeted general library funds over the use of gift account funds.

Roll call vote: _Aye_Elfenbein _Aye_Hardin _Aye_Hammond _Aye_McFee _Aye_Pagliai
_Aye_Rudolph _n/a_Swick

TRUSTEE CONTINUING EDUCATION: Hardin recommended attending the virtual Des Moines Book Festival, Saturdays from March 27th – April 17th.

Detail & Free Registration: <https://www.dsmpartnership.com/dsmbookfestival/>

McFee moved for adjournment.

Meeting adjourned at 6:00 p.m.

Next meeting: April 28, 2020 at 5:15 p.m.



Theresa Pagliai
Library Board President

Marilyn Kennett, Director
Recording Secretary