

**MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**

**July 28, 2021, 5:15 p.m.**

**Caulkins Community Room**

**Meeting also made available via Zoom from the online City Agenda Center**

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

President Pagliai called the meeting to order at 5:15 p.m. in the Caulkins Community Room.

**APPROVAL OF AGENDA:** By consent, the agenda was approved as presented.

**APPROVAL OF MINUTES:** Elfenbein moved and Hardin seconded approval of the June 23, 2021 Regular Board Meeting minutes and the June 23, 2021 Annual Meeting minutes.

Roll call vote: \_Aye\_Elfenbein    \_Aye\_Hardin    \_Aye\_Hammond    \_Aye\_McFee    \_Aye\_Pagliai  
                  \_\_Rudolph    \_\_Swick

**COMMUNICATIONS:**

1. The Jasper, Marion, Poweshiek Early Childhood Iowa Area agency awarded the Library a \$730 grant for the purchase of sensory paths, which are a creative way for kids to build connections in the brain that are responsible for sight, touch, sound, enabling young children to complete complex, multi-stage tasks.
2. Friends of Drake Community Library have approved funding half of the cost, equaling \$3,368, of the recently installed landscaping adjacent to the parking lot south of the Library.

**REPORT OF DIRECTOR:**

1. June 2021 statistical report, FY21 stock report, and FY21 Borrower Type report were reviewed.
2. Library operations will continue to be monitored with respect to current COVID-19 local conditions and Center for Disease Control guidelines. Poweshiek County is currently rated “moderate risk”. Jasper County is currently rated as “substantial risk”. The CDC recommends mask-wearing for all individuals, regardless of vaccination status, in indoor settings where substantial or high risk exists.

**COMMITTEE REPORTS:**

Building & Grounds – none

Finance, Salary, & Personnel – Committee of Hardin, Rudolph, and Pagliai have formulated plans and timeline for Library Director position search. Committee will communicate with City administration prior to launching the search.

Long Range Planning – none

Policy – none

**TRUSTEE REPORTS:** *none*

**FINANCIAL REPORT AND APPROVAL OF BILLS:** Financials were reviewed. McFee moved and Elfenbein seconded the approval of bills payable in August. Bills included the annual fee for network security managed services. Hammond recommended seeking a third party audit to determine if firewall vulnerabilities exist.

Roll call vote: \_Aye\_Elfenbein \_Aye\_\_Hardin \_Aye\_Hammond \_Aye\_McFee \_Aye\_Pagliai  
\_\_Rudolph \_\_ Swick

**OLD BUSINESS:** None.

**NEW BUSINESS:**

1. Upon review of the Bulletin Board Policy and the Non-Resident Request for Research Policy, Hardin moved and McFee seconded acceptance of current policy language.

Roll call vote: \_Aye\_Elfenbein \_Aye\_\_Hardin \_Aye\_Hammond \_Aye\_McFee \_Aye\_Pagliai  
\_\_Rudolph \_\_ Swick

2. Upon review of the Personal Purchase of Materials Policy, McFee moved and Hammond seconded revocation of the policy.

Roll call vote: \_Aye\_Elfenbein \_Aye\_\_Hardin \_Aye\_Hammond \_Aye\_McFee \_Aye\_Pagliai  
\_\_Rudolph \_\_ Swick

**TRUSTEE CONTINUING EDUCATION:** *none*

Meeting adjourned at 6:00 p.m.

Next meeting: August 25, 2021 at 5:15 p.m.



Theresa Pagliai  
Library Board President

Marilyn Kennett, Director  
Recording Secretary