

**MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**  
**January 26, 2022, 5:15 p.m.**  
**Drake Community Library Board Room**  
**Meeting also made available via Zoom from the online City Agenda Center**

**ROLL CALL:** *\_Elfenbein* *\_X\_Hardin* *\_X\_Hammond* *\_X\_McFee*  
*\_X\_Pagliai* *\_X\_Rudolph* *\_X\_Swick* *Others: \_X\_Neal* *\_X\_Cabelli*

President Pagliai called the meeting to order at 5:15 p.m.

**APPROVAL OF AGENDA:** Swick moved and Hardin seconded approval of agenda as presented.

Roll call vote:

*\_Elfenbein* *Aye-Hardin* *Aye-Hammond* *Aye-McFee* *Aye-Pagliai* *Aye-Rudolph* *Aye-Swick*

**APPROVAL OF MINUTES:** McFee moved and Rudolph seconded approval of the December 22, 2021 Regular Board Meeting minutes.

Roll call vote:

*\_Elfenbein* *Abstain-Hardin* *Aye-Hammond* *Aye-McFee* *Aye-Pagliai* *Aye-Rudolph* *Abstain-Swick*

**COMMUNICATIONS:** December DCL Endowment Fund report from Greater Poweshiek Community Foundation (GPCF) was discussed.

**REPORT OF DIRECTOR:**

1. December Statistical report: Library usage is up.
2. Assistant Library Director Search: Candidate will be chosen on February 1.
3. Liz Cabelli Retiring: Effective February 28, 2022. A search will begin for a new library assistant.
4. LED Lighting Defect: Remedy is being sought from manufacturer, bulbs still under warranty.

**COMMITTEE REPORTS:** none

**TRUSTEE REPORTS:** none

**FINANCIAL REPORT AND APPROVAL OF BILLS:** Financials were reviewed. Hardin moved and Hammond seconded the approval of bills payable in January.

Roll call vote:

*\_Elfenbein* *Aye-Hardin* *Aye-Hammond* *Aye-McFee* *Aye-Pagliai* *Aye-Rudolph* *Aye-Swick*

**OLD BUSINESS:** none

**NEW BUSINESS:**

1. Swick moved and Hardin seconded that library hours remain as per the "summer hours" schedule through February because of current trends regarding transmission rates of COVID-19; with re-evaluation of pandemic conditions to occur at the next regular meeting of the trustees

Roll call vote:

*\_Elfenbein Aye-Hardin Aye-Hammond Aye-McFee Aye-Pagliai Aye-Rudolph Aye-Swick*

2. Hardin moved and Swick seconded minor revisions to the Materials Selection Policy changing the title of Youth Services Director to Assistant Director and changing an item on the Citizen's Request For Reconsideration of Material from 'Him/herself' to 'self'.

Roll call vote:

*\_Elfenbein Aye-Hardin Aye-Hammond Aye-McFee Aye-Pagliai Aye-Rudolph Aye-Swick*

3. Cultural History Collection was discussed with Cabelli explaining the origin of the collection and a need to create an Archival/Special Collections Policy. Neal will work with Cabelli to research and create an Archival/Special Collections Policy for Board approval.

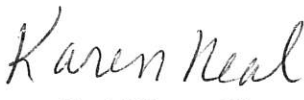
**TRUSTEE CONTINUING EDUCATION:**

1. A tentative date of March 1, 2022 at 5:30 was set for training. The topic will be 1<sup>st</sup> amendment audits.

Meeting adjourned at 6:13 p.m.  
p.m.

Next regular meeting: February 23, 2022 at 5:15

  
Theresa Pagliai  
Library Board President

  
Karen Neal, Library Director  
Recording Secretary