

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

**May 26, 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   \_\_Hammond   \_X\_McFee  
                  \_X\_Pagliai     \_X\_Rudolph   \_X\_Swick       Others present:   \_X\_Kennett

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

**APPROVAL OF AGENDA:** Swick moved and Rudolph 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   \_n/a\_Hammond   \_Aye\_McFee   \_Aye\_Pagliai  
                  \_Aye\_Rudolph   \_Aye\_Swick

**APPROVAL OF MINUTES:** McFee moved and Hardin seconded approval of the March 24, 2021 Regular Board Meeting minutes.

Roll call vote: \_Aye\_Elfenbein   \_Aye\_Hardin   \_n/a\_Hammond   \_Aye\_McFee   \_Aye\_Pagliai  
                  \_Aye\_Rudolph   \_Aye\_Swick

**COMMUNICATIONS:**

1. DCL endowment report, period ending April 30, 2021 was received from Greater Poweshiek Community Foundation.
2. Email from State Library of Iowa was received detailing grant opportunity for Iowa's public libraries, with funding made possible through the American Rescue Plan Act (ARPA), administered by the Institute of Museum and Library Services (IMLS).
3. City of Grinnell Safety Manual update regarding mask-wearing policy for employees.

**REPORT OF DIRECTOR:**

1. May 2021 statistical report was reviewed.
  2. Library operations during pandemic:
    - Doors opened to the public beginning May 3<sup>rd</sup> – no appointments necessary.
    - Center for Disease Control issued new guidelines regarding masking in public places dependent upon vaccination status, effective May 16<sup>th</sup>
    - City Employee Manual addresses mask-wearing protocols for employees:  
"Fully vaccinated employees can:
      - Work with other employees who are fully vaccinated without wearing masks or social distancing
      - Refrain from quarantine and testing following a known exposure if asymptomatic
- Fully vaccinated employees shall continue to:
- Take precautions in public like wearing a well-fitted face mask and social distancing

- Wear masks when entering public buildings and private residences
- Quarantine and get tested if experiencing COVID-19 symptoms”
- State of Iowa passed law preventing public schools and municipalities from mandating mask-wearing for the public, effective May 20<sup>th</sup>
- Library hours of operation will be extended to include Fridays 10am-6pm and Saturdays 10am-5pm

3. An ADA accessible picnic table has been purchased for the south terrace
4. Grant application for extending wireless connectivity to the parking lot, installation of security camera, remote conferencing equipment and smart TV equipment upgrade is underway through State Library of Iowa application.
5. Staff and volunteers weeded area and transplanted perennials in the area north of the bowling alley May 7<sup>th</sup> and May 8<sup>th</sup>.
6. Roof repairs to the loggia area have been completed by J&M Roofing.
7. Grace Morrison was selected for the Youth Services Coordinator position. She will begin service August 3<sup>rd</sup>.

**COMMITTEE REPORTS:**

Building & Grounds – none  
 Finance, Salary, & Personnel – none  
 Long Range Planning – none  
 Policy – none

**TRUSTEE REPORTS:** *none*

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

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

**OLD BUSINESS:** *None*

**NEW BUSINESS:**

1. Progress review of the 2018-2023 Strategic Plan occurred.
2. Swick moved and Rudolph seconded approval of revision to the Temporary Meeting Room Policy to allow for optional mask-wearing by the public while in the Library.

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

**TRUSTEE CONTINUING EDUCATION:** *none*

Meeting adjourned at 6:00 p.m.

Next meeting: June 23, 2021 at 5:15 p.m.



Theresa Pagliai  
 Library Board President

Marilyn Kennett, Director  
 Recording Secretary