

MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES

June 23, 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 _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 Hardin 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 _n/a_McFee _Aye_Pagliai
 _Aye_Rudolph _Aye_Swick

APPROVAL OF MINUTES: Swick moved and Rudolph seconded approval of the May 26, 2021 Regular Board Meeting minutes.

Roll call vote: _Aye_Elfenbein _Aye_Hardin _n/a_Hammond _n/a_McFee _Aye_Pagliai
 _Aye_Rudolph _Aye_Swick

COMMUNICATIONS:

1. DCL endowment report, period ending May 31, 2021 was received from Greater Poweshiek Community Foundation.
2. State Library of Iowa has approved DCL's American Rescue Plan Act (ARPA) grant application, "Bridging the Distance: Enhancing Remote Technologies". \$5,000 will be received, on a reimbursement basis, for ebooks, meeting room technology components, and two benches to enhance outdoor wireless accessibility.

REPORT OF DIRECTOR:

1. May 2021 statistical report was reviewed.
2. Library operations during pandemic:
 - As of June 1st, operating with full summer hours
 - City Employee Safety Manual updated to reflect current Center for Disease Control guidelines
 - Fully vaccinated employees no longer required to wear masks when serving public
 - Employees who are not fully vaccinated are required to wear masks when social distancing is not possible
 - Library visitors who are not fully vaccinated are encouraged to wear masks, but not required to do so

COMMITTEE REPORTS:

Building & Grounds – none

Finance, Salary, & Personnel – Committee of Hardin, Rudolph, and Pagliai met on June 20th with Kennett to deliver and discuss her annual performance evaluation and plans for retirement. A timeline was arrived at for the search for a new library director.

Long Range Planning – none

Policy – none

TRUSTEE REPORTS: none

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

Roll call vote: Aye_Elfenbein Aye_Hardin n/a_Hammond n/a_McFee Aye_Pagliai
 Aye_Rudolph Aye_Swick

OLD BUSINESS:

1. Rudolph moved and Swick seconded seeking funds from Friends of Drake Community Library to pay for landscaping project for the parking lot's south border and installation of two oak trees to replace the maple tree lost to the derecho.

Roll call vote: Aye_Elfenbein Aye_Hardin n/a_Hammond n/a_McFee Aye_Pagliai
 Aye_Rudolph Aye_Swick

NEW BUSINESS:

1. Theresa Pagliai and John Hammond have accepted Mayor Dan Agnew's invitation to serve a second term as library board trustees. Full terms will end June, 2027. Note: Pagliai completed a full six-year term; Hammond completed a partial term in place of Jim Ahrens.

2. Hardin moved and Swick seconded approval of revision to the Behavior Policy. Revised policy no longer considers sleeping by library users to be offensive behavior.

Roll call vote: Aye_Elfenbein Aye_Hardin n/a_Hammond n/a_McFee Aye_Pagliai
 Aye_Rudolph Aye_Swick

3. Swick moved and Elfenbein seconded review of Social Media Policy without revision.

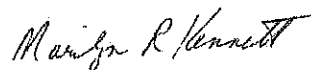
Roll call vote: Aye_Elfenbein Aye_Hardin n/a_Hammond n/a_McFee Aye_Pagliai
 Aye_Rudolph Aye_Swick

4. Trustees received and accepted letter of resignation from Library Board Director Marilyn Kennett, retirement to be effective December 6, 2021.

TRUSTEE CONTINUING EDUCATION: none

Meeting adjourned at 5:45 p.m.

Next meeting: July 28, 2021 at 5:15 p.m.



Theresa Pagliai
Library Board President

Marilyn Kennett, Director
Recording Secretary

From: Marilyn Kennett
796 400th Avenue
Grinnell, IA 50112

To: Theresa Pagliai, President, Board of Trustees
Drake Community Library
City of Grinnell

June 23, 2021

Dear Theresa,

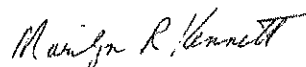
I am writing to inform you of my pending retirement from Drake Community Library, City of Grinnell, effective December 6, 2021.

It has truly been a privilege and a pleasure to be a part of bringing library services to the Grinnell community for 25 years. I thank my colleagues, the library trustees, the City Council and administration, and members of the community for their support during my recent years as library director.

The next chapter takes me away from Grinnell so that I may be closer to my immediate family. However, my roots will remain in Grinnell – I will miss Grinnell and its great spirit of community.

I will be happy to help, in any way possible, with the transition to a new director.

Sincerely,

A handwritten signature in cursive script that reads "Marilyn R. Kennett".

Marilyn Kennett