

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

**August 24, 2022, 5:15 p.m.**

**Drake Community Library Board Room**

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

**A. Roll Call:** *\_X\_Elfenbein \_X\_Hardin \_\_\_Hammond \_X\_McFee \_X\_Pagliai \_\_\_Rudolph  
\_X\_Swick Other: \_\_\_X\_Neal \_X\_Romero \_X\_Shore*

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

**B. APPROVAL OF AGENDA:**

Approved by general consent.

**C. APPROVAL OF MINUTES:**

Pagliai moved and Hardin seconded approval of the July 27, 2022 Regular Board Meeting minutes

Roll call vote:

*Aye-Elfenbein Aye-Hardin -Hammond Aye-McFee Aye-Pagliai -Rudolph Aye-Swick*

**D. COMMUNICATIONS:**

1. June DCL Endowment Fund report from Greater Poweshiek Community Foundation (GPCF) was discussed.

**E. REPORT OF DIRECTOR:**

1. July 2022 statistical reports and a five-year comparison of statistics from 2018-2022 were reviewed.
2. Monique Shore, Library Technical Administrator, explained a Digital Services Report that will be added to regular monthly statistical reports.
3. Criminal Mischief Complaint has been completed with the total restitution amount of \$1,581.14.
4. DCL Library Assistant Rachel Romero joined the meeting through Zoom. Rachel is currently a University of Iowa Masters of Library and Information Sciences student.

**F. COMMITTEE REPORTS:**

Building and Grounds:

Finance, Salary and Personnel:

Long Range Planning:

Policy:

**G. TRUSTEE REPORTS:**

**H. FINANCIAL REPORT AND APPROVAL OF BILLS:**

Financials were reviewed. Hardin moved and Elfenbein seconded the approval of bills payable in September.

Roll call vote:

*Aye-Elfenbein Aye-Hardin -Hammond Aye-McFee Aye-Pagliai -Rudolph Aye-Swick*

**I. OLD BUSINESS:**

1. Elfenbein moved and Hardin seconded a motion to approve the Service Dog Policy as presented.

Roll call vote:

*Aye-Elfenbein Aye-Hardin -Hammond Aye-McFee Aye -Pagliai -Rudolph Aye-Swick*

2. Hardin moved and Elfenbein seconded a motion to move ahead with the Library Pilot Food Pantry.

Roll call vote:

*Aye-Elfenbein Aye-Hardin -Hammond Aye-McFee Aye -Pagliai -Rudolph Aye-Swick*

**J. NEW BUSINESS:**

1. Elfenbein moved and Hardin seconded to accept the changes to the circulation policy and add "Cardholders who have 2 deactivations noted on their account will not be eligible to check out a hotspot for 3 months."

Roll call vote:

*Aye-Elfenbein Aye-Hardin -Hammond Aye-McFee Aye -Pagliai -Rudolph Aye-Swick*

2. Pagliai moved and Hardin seconded the approval of a new library page and their wage.

Roll call vote:

*Aye-Elfenbein Aye-Hardin -Hammond Aye-McFee Aye -Pagliai -Rudolph Aye-Swick*

**K. TRUSTEE CONTINUING EDUCATION:**

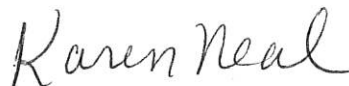
1. The board needs 1.5 hours of continuing education by the end of 2022. Pagliai will report back in September and Hardin in October on board trainings they have participated in.

Meeting adjourned at 5:54 p.m.

Next regular meeting: September 28, 2022 at 5:15 p.m.



Darcy Swick  
Library Board President



Karen Neal  
Library Director  
Recording Secretary