MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES

April 24, 2024, 5:15 p.m.

Drake Community Library Board Room Meeting also made available via Zoom from the online City Agenda Center

A. ROLL CALL: _ Elfenbein X_ Hardin _ Hammond X_ Lindley X_McFee

X_Pagliai __Swick Others: X_Neal X_Snow X_Wingerter

President Hardin called the meeting to order at 5:17 p.m.

B. APPROVAL OF AGENDA:

McFee moved and Lindley seconded approval of the agenda.

C. APPROVAL OF MINUTES:

Lindley moved and Pagliai seconded approval of the March 27, 2024, Board Meeting minutes.

Roll call vote:

-Elfenbein Aye-Hardin -Hammond Aye-Lindley Aye-McFee Aye-Pagliai -Swick

D. COMMUNICATIONS:

- **1.** Letter from the city of Malcom ending their contract for library services at the end of FY24 was discussed.
- 2. The March DCL Endowment Fund report from Greater Poweshiek Community Foundation was discussed.
- 3. Letter explaining the Greater Poweshiek Community Foundation endowment policy was discussed.

E. REPORT OF DIRECTOR:

- 1. Melissa Strovers was recognized for her leadership and guidance through the Strategic Planning process last year.
- 2. The library has 2 circulation clerk positions and 1 library assistant position open.
- 3. The memorial tree ceremony was discussed, board members encouraged to attend.
- 4. March 2024 Statistical Report was discussed.

F. COMMITTEE REPORTS:

Building and Grounds: Reported on the April 16, 2024 committee meeting discussed repairs needed.

Finance and Salary:

Personnel:

Long Range Planning:

Policy:

G. TRUSTEE REPORT:

Roll call vote:

l' NEM BOSINESS:

H. FINANCIAL REPORT AND APPROVAL OF BILLS:

1. Financials were reviewed. Lindley moved and McFee seconded the

approval of bills payable in May.

-Elfenbein Aye-Hardin -Hammond Aye-Lindley Aye-McFee Aye-Pagliai –Swick Roll call vote:

improvements with capital funds. funding timeline. Pagliai moved and Lindley approved the plan for building 1. Continued discussion about building maintenance projects that fit into the capital I OFD BOSINESS:

Roll call vote:

-Elfenbein Aye-Hardin -Hammond Aye-Lindley Aye-McFee Aye-Pagliai –Swick

1. Lindley moved and Pagliai seconded approval of a Display Space Policy with the addition of

added exhibit time per the library director's discretion and availability.

-Elfenbein Aye-Hardin -Hammond Aye-Lindley Aye-McFee Aye-Pagliai –Swick

2. McFee moved and Lindley seconded amending the Meeting Room Policy.

3. Pagliai moved and Lindley seconded approval of yearly maintenance by Arbon for the

Roll call vote:

-Elfenbein Aye-Hardin -Hammond Aye-Lindley Aye-McFee Aye-Pagliai -Swick

-Elfenbein Aye-Hardin -Hammond Aye-Lindley Aye-McFee Aye-Pagliai –Swick

-Elfenbein Aye-Hardin -Hammond Aye-Lindley Aye-McFee Aye-Pagliai -Swick

4. McFee moved and Lindley seconded the wording for the 2-memorial tree plaques.

Roll call vote:

K. TRUSTEE CONTINUING EDUCATION:

Meeting adjourned at 6:01 p.m.

Adrienne Hardin

Library Board

President

Next regular meeting: May 22, 2024, at 5:15 p.m.

Karen Neal

Library Director

Recording Secretary

Rarenneal