

**Minutes of the Drake Community Library Board of Trustees**  
**January 28, 2026**  
**Drake Community Library Jones Board Room**  
**Meeting also made available via Zoom from the online City Agenda Center**

**Trustees Present:** Emily Fenner, Emily Guenther, John Hammond, Lee McFee, Theresa Pagliai, Luke Sanders

**Trustees Absent:** Avery Lindley

**Staff Present:** Karen Neal, Alyssa Devig (City Clerk)

**Call to Order**

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

**Public Comment**

No comments

**Approval of Agenda**

McFee moved and Hammond seconded approval of the agenda.

Motion passed 6/0

**Approval of the Minutes**

Saunders moved and Hammond seconded approval of December 22, 2025, minutes.

Motion passed 6/0

**Communications**

December 2025 Greater Poweshiek Community Foundation (GPCF) reports were reviewed.

**Report of the Director**

- December Statistics were reviewed
- Report on Building & Grounds: meeting planned to discuss making the north entrance handicapped accessible
- Report on the County Supervisors Presentation
- 2025 Strategic Planning Report was reviewed

**Committee Reports**

- Building & Grounds: No report
- Finance & Salary: No report
- Personnel: No report
- Long Range Planning: No report
- Policy: No report

**Financial Reports:**

Financials were reviewed. Guenther moved and Hammond seconded approval of bills payable in February.

Motion passed (6/0)

Hammond moved and McFee seconded approval for Tri-State Sprinkler to perform needed inspections and maintenance of the fire sprinkler system.

Motion passed (6/0)

**Business:**

Saunders moved and Hammond seconded approval for the Service Animal Policy-no changes were made.

Motion passed (6/0)

McFee moved and Hammond seconded approval to rescind the Non-Resident Research Policy.

Motion passed (6/0)

**Contracts:**

Hammond moved and Guenther seconded approval of signing a contract with Bookwhere to obtain MARC records.

Motion passed (6/0)

Hammond moved and McFee seconded approval of signing a contract with Micorsoft365.

Motion passed (6/0)

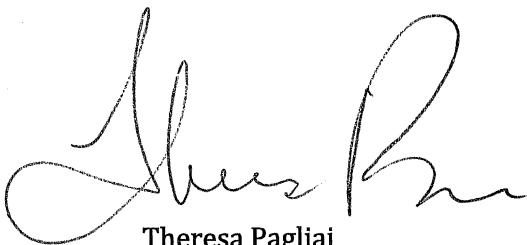
**Trustee Continuing Education:**

Iowa Libraries Online Conference (ILOC) is hosting a board training on January 29, 2026, from 6-7pm. "Building the Board Culture That Your Library Deserves".

**Adjourn:**

Meeting adjourned by unanimous consent at 5:44pm

Next meeting is Wednesday, February 25<sup>th</sup> at 5:15.



Theresa Pagliai  
Library Board President



Karen Neal, Library Director  
Recording Secretary