Minutes of the Drake Community Library Board of Trustees
February 25, 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 (arrived at 5:22pm), John Hammond, Avery Lindley, Theresa Pagliai, Luke Sanders
Trustees Absent: Lee McFee
Staff Present: Karen Neal, Alyssa Devig (City Clerk), Mallory Snow

Call to Order
President Pagliai called the meeting to order at 5:16pm.

Public Comment
No comments

Approval of Agenda
Hammond moved and Fenner seconded approval of the agenda.
Motion passed 6/0

Approval of the Minutes
Saunders moved and Fenner seconded approval of January 28, 2026, minutes.
Motion passed 6/0

Communications
January 2026 Greater Poweshiek Community Foundation (GPCF) reports were reviewed.

Report of the Director
-January Statistics were reviewed
-Report on Building & Grounds: An additional video camera was installed in the audio-visual section.

Committee Reports
Building & Grounds:
-Hammond reported on February 5, 2026, meeting to discuss the feasibility of putting additional handicapped parking spaces on the north side of the building. The west side of the building was also discussed as a possibility.
-Pagliai reported on the February 16, 2026, meeting which included Greg Roth, the city engineer. The discussion concluded that the north side of the building is not conducive to installing handicapped parking. The feasibility of the west side was discussed.
Finance & Salary: No report
Personnel: No report
Long Range Planning: No report

Policy:
-Members provided input and edits for the proposed changes to the Meeting Room Policy.

Financial Reports:
Financials were reviewed. Guenther moved and Hammond seconded approval of bills payable in March.
Motion passed (6/0)

Business:
Saunders moved and Guenther seconded approval to continue moving forward with ways to make the library more accessible and to seek quotes.
Motion passed (6/0)

Lindley moved and Hammond seconded approval to take the $10,820 disbursement from the Library Endowment.
Motion passed (6/0)

Fenner moved and Guenther seconded approval to take the $71,680 disbursement from the Library Board Endowed Fund
Motion passed (6/0)

Fenner moved and Guenther seconded to move forward and bundle the installation of automatic doors on the north side doors with the accessibility project for handicapped parking spaces on the west side.
Motion passed (6/0)

Hammond moved and Fenner seconded approval of the Meeting Room Policy with one adjustment, changing "over 18" to "18 years or older"
Motion passed (6/0)

Contracts:
Guenther moved and Saunders seconded approval of signing a contract with Envisionware to replace Groovix.
Motion passed (6/0)

Trustee Continuing Education:
Grace Morrison, Youth Coordinator, shared about the teen section and planned updates to make the area more usable.
Fenner moved and Guenther seconded the purchase of the proposed teen updates using gift money.
Motion passed (6/0)

Adjourn:
Meeting adjourned by unanimous consent at 6:34pm

Next meeting is Wednesday, March 25th at 5:15.

Theresa Pagliai
Library Board President

Karen Neal

Karen Neal, Library Director
Recording Secretary