

Waverly Public Library Board of Trustees Minutes

May 14, 2024

The Waverly Public Library Board of Trustees meeting was called to order by Diana Blake at 5:15 p.m., May 14, in the Redeemer Lutheran Church (2001 W Bremer Ave, Waverly) in the fellowship hall.

Present: Diana Blake, Jim Janssen, Erin Jones, Bob Wharram, Elaine Main, Linda Podhajsky, and James Perry. Absent: Deanna McCue, Ross Helgevold

Also present: Library Director Sarah Meyer, City Council Representative Ann Rathe, and Librarians Emily McClimon and Trevor Krug.

2. Motion by Podhajsky to approve Agenda, seconded by Janssen. Approved.
3. Motion by Janssen to approve April 2024 Meeting minutes, seconded by Jones. Approved.
*McClimon and Krug shared information about the 2024 summer reading program plans. Brochures were distributed.
4. Blake presented financials from committee. Meyer distributed sheet of remaining funds in 2023-24 operating budget. Additional book carts for the bookmobile will be purchased. Plan to also pay for roof repairs. Motion from the Budget & Finance Committee to approve the April financials per standing resolution. Approved.
5. Motion from Personnel & Policies Committee to adopt Employee Handbook. Will need to update library hours in next revision. Perry requested more time to read the document. Motion died. Will place on June agenda.
6. Slate of Board officers for 2024-25: Blake – President, Jones – Vice President, Helgevold – Secretary. Anyone else is welcome to come forward with a nomination. Vote will be at June meeting.
7. Janssen described the Board self-evaluation tool which will be examined at the June meeting.
8. Meyer distributed McCue's update on the Make Room for Renewal campaign and expenditures.
9. Building and Grounds committee provided a construction update. Helgevold and Meyer visited Ironklad Art to see progress on the story tree on May 1st. Committee is working on signage currently. Problems with the roof were recently discovered when some of the EIFS was removed, revealing wet areas caused by leaks in the roof valleys. Blackhawk Roofing has been called to make repairs.
10. Personnel and Policies Committee is meeting Friday, June 21 to evaluate the Library Director, talk about a new strategic plan, consider a new garden events policy, and plan a staff recognition event.

Motion by Podhajsky to adjourn, seconded by Wharram, adjourned.

Respectfully Submitted,
Sarah C.C. Meyer