

## Waverly Public Library Board of Trustees Minutes

*September 10, 2024*

The Waverly Public Library Board of Trustees meeting was called to order by Diana Blake at 5:15 p.m., September 10, 2024, Redeemer Lutheran Church (2001 W. Bremer Ave.) in the fellowship hall.

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

Also present: Library Director Sarah Meyer and City Council Representative Ann Rathe

1. Motion by Podhajsky to approve Agenda, seconded by Janssen. Approved.
2. Motion by Main to approve Aug 2024 Meeting minutes as amended, seconded by Perry. Approved.
3. Financials presented by Budget & Finance Committee. Expenses of note: Property Liability Insurance was 5% higher than anticipated. The Contract Services line is showing the savings from the new library management software. Magazine subscriptions for the year are substantially paid. Also discussed vehicle fuel expense, barcodes for books, cost and removal of storage Pods. Motion from committee to approve financials. (no second needed) All in favor, approved.
4. Options for amending Budget lines were discussed, no action taken.
5. Motion by Wharram to close the library on October 10<sup>th</sup> and 11<sup>th</sup> to allow staff to attend the Iowa Library Association Conference- where three staff members are also presenting. Seconded by Podhajsky. Approved.
6. Library Board Retreat agenda was shared. Retreat set for Sept 17<sup>th</sup> and will focus on review and goal setting.
7. Janssen provided an update on the Strategic Plan process following a meeting with Library staff.
9. McCue gave a report on construction progress and funds.
10. Following up on an amendment offered at the August meeting to included the bookmobile under the **Limited Access Policy** the finding is that the bookmobile does not fall under the legal term 'Real Property' and so cannot be included in the Limited Access Policy.
11. Motion to adjourn by Podhajsky, second Jones. Adjourned.

Respectfully Submitted,  
Ross Helgevold