

Waverly Public Library Board of Trustees Minutes

October 8, 2024

The Waverly Public Library Board of Trustees meeting was called to order by Diana Blake at 5:15 p.m., October 8, 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 Main to approve Agenda with change moving item 9. 'Proposed 2024-25 board goals' to come before item 8. "Topics under study by P&P Committee", seconded by Podhajsky. Approved.
2. Motion by Janssen to approve September 2024 meeting minutes, seconded by Wharram. Approved.
3. Financials presented by Budget & Finance Committee. Motion from committee to approve financials. (no second needed) All in favor, approved.
4. Set budget proposal to Bremer County Library Association (BCLA): Motion by Main to propose 4% to the BCLA as a requested increase in funding from the county. Second Podhajsky. Approved. Proposals from each county library are typically averaged by the BCLA to create the final request to the Bremer County Supervisors for an increase in library funding across the county.
5. Building closure: Motion by Janssen to close the library from October 10th to 20th to allow for carpeting, bookshelf moving, and furniture assembly. Seconded by Wharram. Approved.
6. The following policies were presented by the Personnel & Policies Committee:
 - Limited Access Policy – Bookmobile was removed to comply with Iowa Code. Approved.
 - Young Patron Safety Policy – Revised. Approved
 - Closing Policy – No Changes. Approved.
7. Janssen discussed the 2024-25 Board Goals:
 - #1. Align director evaluation with the strategic plan.
 - #2. Anticipate trustee vacancies and implement effective trustee recruitment.
9. Janssen presented topics being studied by the Personnel & Policy Committee regarding director pay equity and annual review.
10. Library Staff Recognition Event Wednesday, Oct. 16 at 8:30 a.m.
11. Make Room For Renewal
 - Construction Update- Painting is underway. We are working to resolve mechanical issue with the lighting. Working to resolve a shortage on wallpaper.
 - Financial Revenue and Expense report presented by McCue.
12. A Grand Opening Celebration was tentatively set for the morning of Saturday, Nov. 16th. An event for donors was suggested for Friday, Nov. 15th 6-7 pm.
13. Other reports and comments: Strategic planning is underway. The Friends of the Library are planning to move back into the used bookstore next week. Trustees are needed to dust the library after the staff recognition event.
14. Motion to adjourn by Janssen. Adjourned.