

2004 October 26
Minutes of the Waverly Public Library Board of Trustees

The Waverly Public Library Board of Directors met in regular session on October 26, 2004 in the Library Conference Room. Present were: Dillon, Podhajsky, Blake, Main, Biddison, Waldstein, Schroeder. Director Coffie. Absent: McCue, Tholkes and Council member Ecker.

Main called the meeting to order at 5:15 p.m.

The agenda was set with a motion by Blake.

The September minutes were reviewed and approved on a motion by Blake and a second by Schroeder.

Coffie reviewed the current month's disbursements and financials. The water softener is in operation. Schroeder moved approval, seconded by Podhajsky, approved.

Podhajsky and Coffie reported on the October 19, 2004 Bremer County Library Association meeting. Nearly all seven libraries submitted requests to increase the amount of the library contract by 10% for FYE2006.

Trustees reviewed the bid by Ceilley Insulation to rework the insulation on one diffuser on the library's south side. Mr. Jim Elving, of Horty Elving, visited to continue the informal consulting on the condensation problem and the fix suggested by Leo Monster, also of Horty Elving. The trustees tabled the Ceilley proposal to provide Mr. Elving time to review the information, since the work does not need to be completed until spring of 2005.

Trustees received a summary report of the FYE2003-04 goals and objectives, FYE2005 current status, and predictions for FYE2006.

Schroeder left the meeting at 5:45 p.m and Biddison left the meeting at 6:15 p.m.

A quorum still being present in both cases, the business of the Board continued.

The Garden Path resurfacing is to be completed by Neil Happel by May 1, 2005. Carl Dillon will be absent from Oct. 27 through May 1, 2005. Diana Blake will assist Coffie with the Garden Party Planning in February.

Moved by Podhajsky, seconded by Blake, that seven library policies are reviewed and current (gifts, web page, microfilm equipment, loan and billing, safe chld, library investment, confidentiality).

Moved by Blake, seconded by Dillon, that four library policies be revised (historic photographs, public relations, computer and internet access, and board orientation).

Board members are instructed to substitute the new policies in their handbooks.

Moved by Blake, seconded by Podhajsky, to renew the library's membership in Leave a Legacy (\$150).

To keep furnishings up to date, Coffie is researching the possible purchase of four replacement chairs a year.

Moved by Blake, seconded by Podhajsky, that the meeting be adjourned at 6:25 p.m.

The next meeting is scheduled for 7:00 p.m. November 30, 2004 at the library.

Respectfully submitted,
Larry Biddison