

Minutes for March 7, 2006

The Waverly Public Library Board of Trustees met at 7:00 p.m. on Tuesday, March 7, 2006 in the Library Board Room.

In attendance: Biddison, Blake, Tholkes, Main, Podhajsky, McCue and Timmerman. Also, Ecker and Director Meyer-Reyerson.

Absent: Waldstein and Dillon.

Tholkes called meeting to order at 7:00 p.m.

Main moved adoption of the agenda, Blake seconded, carried.

Blake moved to approve the February 7, 2006 minutes, Biddison seconded, carried.

Financials: All looks good at this time. We have four months left in the fiscal year. Looking at some computer upgrades before the end of the fiscal year. Blake moved to accept the February 2006 Financials, Biddison seconded, carried.

Review a motion from Personnel and Policies Committee to amend the Bylaws as follows:

ARTICLE IV. COMMITTEES

Section 2.

e. Special Projects. This committee shall consist of two members of the Board, as well as two members of the Library staff, one member of the Friends of the Waverly Public Library, and two members of the community. The duties shall include seeking out and taking under advisement ideas and project proposals related to the Library's long range plan which require funding from the Waverly Public Library Foundation custodial funds. The Special Projects Committee will make project recommendations to the Library Board of Trustees for final approval.

This motion was seconded by Blake.

Committee members so far for the Special Projects Committee are: Cynthia Bancroft-Smithe (community); Nick Williams (community), Shirley Dominy(Friends), Diana Blake (Board), Deanna McCue (Board), Sarah Meyer-Reyerson(staff) and one more person from staff to be selected.

A revision to the Celebrations & Remembrances Policy was brought to the Board by Personnel & Policies for review:

The Board of Trustees of the Waverly Public Library recognizes that personal recognition in times of sorrow and celebration is important to staff morale and good customer relations with agencies closely related to the Library's work in the community.

In recognition of birth, marriage, hospitalization, or death in the immediate family of members of staff, a card and flowers or other gift may be sent with cost not to exceed \$50.

In recognition of birth, marriage, hospitalization , or death in the immediate family of members of the Library Board, Friends' Board, Foundation Board, City Council, and County Board of Supervisors, a card may be sent.

Remembrance of other events may be considered by the Board.

Immediate Family may include... spouse, son, daughter, mother, father, brother, sister, stepfather, stepmother, stepson, stepdaughter, or ward living with the employee's household; and the immediate family of the employee's spouse, mother, father, brother, sister.

Main moved to adopt this policy as amended, Podhajsky seconded.
Carried.

Sarah has been working with marketing students from Wartburg and they have come up with a logo for the Library. A suggestion was made to add the following below Waverly Public Library - "Since 1857". Sarah will go back to the students and talk to them regarding the wording on the logo.

Library staff asked if the Library could be closed the morning of Saturday, July 22, 2006 so they could have a float in the Heritage Days parade. Everyone agreed that this was a wonderful idea and great publicity for the Library. Podhajsky moved that the Library be closed for part of the day (at staff discretion) on Saturday, July 22, 2006 so staff could participate in the Heritage Days parade. Blake seconded.
Carried.

Long Range Plan Report: Project Lead tour of the Library will be March 30, 2006. Staff is working on an application to the Bremer County Community Foundation for a grant related to the Waverly Historical Photos Collection; Sarah spoke to Waverly Senior Center Board and will distribute a survey to seniors and promote library resources in a short program on March 22. Diana Blake is hosting a gathering of gardening enthusiasts to get new ideas for the gardens. Staff taught 17 one-on-one beginner computer classes in February.

The amended Library budget request for 2006-07 passed at City Council on March 6, 2006.

Just a reminder of meeting dates for the summer: June 6, 2006 at 5:15; July 11, 2006 at 5:15, August 8, 2006 at 5:15 and September 5, 2006 at 5:15.

No further business. The meeting was adjourned at 8:00 p.m. with next meeting set for 7:00 p.m. Tuesday, April 4, 2006 at the Library.

Respectfully submitted,

Denise G. Timmerman, Secretary

Greg Tholkes, President