

## WAVERLY PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for October 10, 2006

The Waverly Public Library Board of Trustees met at 7:00 p.m. on Tuesday, October 10, 2006 at the Library.

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

Absent: Podhajsky and Waldstein.

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

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

The Board welcomed Frank Williams as the new member.

Anderson moved to approve the September 12, 2006 minutes, Blake seconded, carried.

Financials: Sarah reviewed financials for the month of September. Through first quarter. Two pay periods in September. A large amount for materials this month. Renewed EBSCO magazine subscriptions. Will be some upcoming expenses for security gate repair. Blake moved to accept the September financials, Timmerman seconded, carried.

Budget request from Bremer County for 2007 - 2008: We will ask for 10% increase. Blake moved to take this increase request to the county, Main seconded. Carried.

Vacancy on Waverly Public Library Foundation Board, left by Greg Tholkes. Need to fill with a Library Trustee. Tabled for now.

Library Board Committee Appointments - vacancy on Budget and Finance. Biddison volunteered to fill this. Frank Williams will be appointed to Building and Grounds.

Library traffic statistics: Counting everyone who comes and goes in September. Divided by two at end of day. Average hourly visits = 40.23. Sunday has busiest per hour rate. However, only open for three hours on Sundays. Tuesday has the highest daily total of the week - Tuesday morning has toddler story time. Staff's recommendation is that if we were to be closed on a holiday Sunday it would be Memorial Day weekend Sunday. Decided to wait on this decision for the time. Bring back issue in November.

## REPORTS:

Personnel & Policies: Recommendation from P & P that Linda Podhajsky be appointed Vice President of Board. Main seconded. Carried.

Long overdue issues: Offer an amnesty period for patrons to return materials with no questions asked. After the amnesty period the new overdue procedure would go into effect. Blake moved that staff should adopt new overdue procedure as soon as conveniently possible. Anderson seconded. Carried.

Long Range Planning: Halloween program for children and their families being held on October 28. Teen Advisory Board has an all night lock-in scheduled for November 11. The library will be included in a City newsletter that will be mailed to all residents in October. Sarah and Beth presented a proposal to Kiwanis on 10/09/06 for the new homework help program. They requested \$1,200 to get program going. This would be for 2 hours a week for 30 weeks - will wait to hear from them. Beginning in October patrons interested in exploring family history can find help using the genealogical collection. Kathy, Sue, Beth B. And Sarah will be attending ILA conference 10/11/06 - 10/13/06.

The next meeting is set for 7:00 p.m. Tuesday, November 14, 2006 at the Library.

No further business the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

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Denise G. Timmerman, Secretary