

WAVERLY PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for June 12, 2007

The Waverly Public Library Board of Trustees met at 5:15 p.m. on Tuesday, June 12, 2007 at the Library.

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

Absent: None

Biddison called meeting to order at 5:15 p.m.

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

Podhajsky moved to approve the May 8, 2007 minutes, Blake seconded, carried.

Financials: Sarah reviewed May financials. Last transfer from reserve account for fiscal year. Total transfer was \$6,413.28. Giving back utility money of around \$7,000, plus insurance money. These funds go back to the city. Very good year for the Library financially. Timmerman to accept the May financials per standing Resolution, Williams seconded, carried.

Nomination of officers came from Personnel and Policies. Persons nominated: Biddison for President, Podhajsky for Vice President and Timmerman for Secretary. Blake moved to approve, Anderson seconded.

Library would like to be closed from 1:00 - 5:00 for Heritage Days parade on Saturday, July 14, 2007. Blake moved to approve, Podhajsky seconded. Motion carried.

Reviewed statistics of number of visitors to the Library per hour. We now have a traffic counter! Lengthy discussion was held regarding Sunday hours during the summer. Sarah will try to figure out a way for an informal survey of visitors to the Library about Sunday hours in summer.

Long range planning process for 2008 - 2011: Will need to be completed before July, 2008. Our current plan ends June, 2008. Sarah budgeted \$1,500 for this project for a consultant if we decide we need one. Sarah has visited with Susan Hendricks from Dubuque and she would be willing to help if we need a consultant. Blake moved that Sarah be allowed to choose a consultant for the next long range plan, Waldstein seconded. Motion carried.

REPORTS:

Personnel and Policies: Committee discussed technology staffing needs. Decided to wait, what we have is working. The committee did, however: 1) Commend the technology expertise of Larry Roth and directed the Library Director to continue his part-time hourly employment; 2) Asked the Library Director to create a job description and hire a part-time assistant librarian/technologist. This position opening resulted from the resignation of assistant librarian, Anne Drolet; and 3) Suggested rewriting job descriptions so that they are similar to the new job description and spell out more specifically the responsibilities of the Library's other staff members in regard to off-desk duties.

Art Committee: Letters were mailed to stained glass artists and also posted on Iowa Arts website. Proposals are due back August 1, 2007.

Long Range

Plan Report:

Teen summer reading program - 76 teens signed up for program - the most ever!

Replacing public monitors with flat panel monitors.

Spending some of erate funds on collection items - rotating audio, etc.

Reception for Sue Reiher on June 21, 2007 from 1 - 3 pm.

The next meeting is set for 5:15 p.m. Tuesday, July 10, 2007 at City Hall - meeting will be cablecast.

No further business the meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Denise G. Timmerman, Secretary