

WAVERLY PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for September 11, 2007

The Waverly Public Library Board of Trustees met at 7:00 p.m. on Tuesday, September 11, 2007 at the Library.

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

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

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

Sarah changed one word in the minutes of August 14, 2007 and then Timmerman moved to approve the August 14, 2007 minutes, Williams seconded, carried.

Financials: Sarah reviewed the City of Waverly budget expenses at year end. The Library spent 98% of its 06-07 budget. Sarah then reviewed August financials. August had 3 pay periods. Pretty basic and uneventful month financially. Jane is making adjustments to IPERS numbers because of shifting of numbers. Blake to accept the August financials per standing Resolution, Waldstein seconded, carried.

The Board approved the stain glass windows selected. Biddison suggested perhaps a wall plaque to mention the artist. Podhajsky moved to approve the down payment of \$423.00, Timmerman seconded, carried. Total cost is \$1,369.00. Project should be done by December, 2007.

Budget request from Bremer County for 2008-2009 - Next meeting of the Bremer County Library Association is October 16, 2007 and we need to state a request amount at that meeting. Last year our request was 10% and county approved 5%. McCue recommended to stay consistent with past requests. McCue moved we propose 10% increase at the October Bremer County meeting, Main seconded, carried.

Sarah would like to close the Library on October 11, 2007 ILA conference in Coralville. Out of nine desk staff, including Sarah, there would be six or seven who would be able to go. Perhaps that day Larry could do the SIRSI server update if the Library was closed and also some painting could be completed. Blake moved we give the Director permission to close the Library on October 11, 2007 so all interested persons can attend, Timmerman seconded, carried.

WPL Foundation Investment Committee: Deanna gave a brief update on annual meeting held on August 15, 2007, Mr. Hessburg's last meeting, where the main topic was potential establishment of funds to allow us to track investments and align then with special needs of the Library. Recommendation was to talk to an accounting professional. Bill Heckroth replaced Mr. Hessburg and Deanna is the new Foundation Board President.

Sarah was at the WPLF Investment Committee meeting yesterday, September 10, 2007. Talked about \$24,000 CD becoming due and want to put this up for bid at the local banks. Going to decide to separate garden fund money and put it in its own money market. Was decided not to hire an accountant at this point.

Special Projects: Meeting set for September 25, 2007 and one project for review at that time. This also starts a new year of funding.

Personnel & Policies Committee: Going to meet again on 9/18 to review Director and some policies. Survey sent to Board members to complete and seven did this.

Long Range Planning: Staff is working to more precisely manage the collection budget and divide up the duties of developing the collection. Also, Wartburg College faculty and staff made a donation of good quality used books and staff was able to put quite a few of these into the collection. As part of the Bremer County Community Partners, the Library will be serving as the site for a Family Fair on October 8, 2007. The Library is working with Heidi Solheim from Waverly Health Center on a project of perhaps storing some historical items owned by the health center. Mark questioned if we had staff time to catalog these items and Sarah said it is hard to find the time. Mary Cheville and Beth Paulsen are sifting through these materials to see what would be valuable to the Library. It was suggested that perhaps a "gift" from WHC Foundation would encourage the completion of this project.

Other Business: Main will do a thank you to Trees Forever, Mary Cheville and Wartburg faculty and staff.

The next meeting is set for 7:00 p.m. Tuesday, October 9, 2007.

No further business the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Denise G. Timmerman, Secretary