

## WAVERLY PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for November 13, 2007

Revised 11-25-07

The Waverly Public Library Board of Trustees met at 7:00 p.m. on Tuesday, November 13, 2007 at the Library.

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

Absent: Podhajsky and McCue

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

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

Blake moved the minutes of October 9, 2007 be accepted, Williams seconded, carried.

Financials: One-third of the way through the 2007-08 budget. Approaching the budget year cautiously. Sarah thinks we will have to amend the reserve budget based on gifts received, but not anticipated. New copy machine was delivered this week and was a little under budget. \$8,730.00 paid to Restoration Services was money city spent on library from a separate Capital Improvements Fund. Timmerman moved to accept the October financials per standing Resolution, Blake seconded, carried.

Budget request from City general fund for 2008-09 - Budget & Finance Committee met to review draft of budget request. Not proposing any changes to technology personnel; part of personnel increase would be based on the possibility of becoming staff liaison to the Waverly Historic Preservation Commission. Total of 4.9% increase in personnel portion of budget. Mark brought up the hospital's request about storing photos, items, etc., and would we need to make adjustments in personnel budget for this. Going to lower utility request - the library has been keeping the demand down. Other capital equipment item is \$24,700 (NAE, or network automated engine, for HVAC system is \$7,700 and rest would be a new security gate cost). Budget will be back next month for approval.

Long Range Planning Process - Spring 2008: Sarah in contact with Susan Henricks about upcoming process. The process will be similar to last time - Community meeting, staff meeting, board meeting, and community meeting. Sarah would like to get community planning team going and get names of community members suggested. These meetings could possibly start in February, 2008. We need to get names of possible community members to participate to Sarah by the December meeting.

Bremer County Library Association - Trustees from all county libraries decided requested increase would be 10.5% to the County Supervisors. Going to try to get all

Supervisors to go on tour of all libraries. The suggestion was made at the BCLA meeting to have Mayors speak to Supervisors about funding issues.

Long Range Planning - Library is currently the site for a Wartburg sponsored after-school Spanish program. Library has been approached by the City Administrator in regard to taking over as staff liaison to the Waverly Historic Preservation Commission. One Hundred additional staff hours have been built into the Library's budget request for 2008-09 to accommodate these new responsibilities. Decided to move Internet capacity from 1.5 megabits per second to 2 megabits per second. This should speed up the Internet and cost will be covered by erate discounts.

Other business - Larry Biddison suggested that library staff agree to serve as liaison to the Waverly Historic Preservation Commission pending approval of city council. Anderson moved to approve; Blake seconded, carried.

A card will be sent on behalf of the Library Board to Friends board president Sandy Johnson, who has been ill.

The next meeting is set for 7:00 p.m. Tuesday, December 11, 2007.

No further business the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

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Denise G. Timmerman, Secretary