

WAVERLY PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for January 8, 2008

The Waverly Public Library Board of Trustees met at 7:00 p.m. on Tuesday, January 8, 2008 at City Hall which is being cablecast.

In attendance: Timmerman, Biddison, Waldstein, Anderson, Main, Podhajsky and McCue. Also, Director Meyer-Reyerson and Ecker. Jo Bagelman on behalf of Friends was also in attendance.

Absent: Blake and Williams

Biddison called meeting to order at 7:00 p.m. with a brief introduction to the public.

Jo Bagelman of Friends of the Library spoke giving information on what Friends provide to the Library during the year. January is the month to renew your Friends membership.

The Board introduced themselves to the public.

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

Main moved the minutes of December 11, 2007 be approved, Podhajsky seconded, carried.

Financials: Payment to Iowa Business Machines was for the new copy machine. Halfway through the budget year and we have spent 46% of the operating budget. Everything looks in good shape. Personnel expenditures in second half of year will be higher due to all positions being filled at this time. Timmerman approved financials per standing Resolution, McCue seconded, carried.

Personnel & Policy Committee: Anderson reported some policies have been revised. New Computer/Internet Station Use has been shortened and clarified. The Library has 18 public use computers. Besides revised policy on Computer/Internet Use they are also proposing "procedures" for public computers. The Library does offer Wi-Fi access at no charge to the public. Nice presentation from Mark. Mark's recommendation is the motion, Podhajsky seconded, carried.

Investment Policy: Elaine reported that the Personnel & Policy Committee recommend eliminating the Library's investment policy since major gifts to the Library route to the custodial funds of the Waverly Public Library Foundation, which has an investment policy. This investment policy is updated and current. Elaine's recommendation is the motion, Podhajsky seconded, carried. Many thanks to Art Hessburg for establishing this policy.

Personnel Rules & Regulations: Linda reported Personnel & Policy Committee agree to cap Library employees' longevity bonuses at 22 years, following the City Employees Unit Agreement for 2007-2010 (previously capped at 20 years). Linda's recommendation is the motion, Timmerman seconded, carried.

Building and Grounds: Arne Waldstein reported on the bridge project. Committee has been busy since last Board meeting. Arne has talked to many people about this bridge to get more details and information. Arne has talked to Luann Scallon at Waverly Childcare & Preschool and they are excited about this project. Al Hagen, contractor, has offered his labor to construct the bridge. An estimated cost would be \$4,000. This project will go to the Special Projects Committee for some funding.

Annual Survey for the State Library of Iowa: Sarah went over this survey with the Board. Numbers of registered borrowers is up, together with number of people visiting the Library. Total circulation is around 171,459 items per year to Waverly residents, rural Bremer County residents and residents outside of Bremer County. This is a very interesting report that compares 2004-2007 fiscal years. It is amazing how many people pass through the Library every day. Another point of interest is that volunteers worked 1,329 hours!

Long Range Planning: Sarah gave a wonderful presentation on how Long Range Planning has evolved over the past year and projects that have been put into place.

Long Range Planning Process 2008-2011 - Community panel - have 12 people who have agreed to participate. Would like to find perhaps three more to join. Maybe members in 14-19 age group and 20-34 age group. They will meet in February and March at planning sessions with ideas.

Other Business: Anderson proposes that Sarah place the monthly Board meeting documents on website and members can view there and print out. Sarah will send a reminder email to Board members to view. Sarah thinks this is a good idea.

The next meeting is set for 7:00 p.m. Tuesday, February 12, 2008 at the Library.

No further business the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Denise G. Timmerman, Secretary