

## WAVERLY PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for February 12, 2008

The Waverly Public Library Board of Trustees met at 7:00 p.m. on Tuesday, February 12, 2008 at the Library.

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

Absent: Waldstein

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

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

Main moved the minutes of January 8, 2008 be approved, Podhajsky seconded, carried.

Financials: One item removed and one changed. Will keep new financial statement the way it is done this month. It is now posted on the website so names and salaries have been removed. There were three pay periods in January. Personnel budget is fine. Upcoming expenses for February are five new computers. Blake approved financials per standing Resolution, Timmerman seconded, carried.

Personnel & Policy Committee: Brought the following recommendations to the Board:

Public Relations Policy - Not a policy, but a strategy. Recommends removing the entire public relations policy and elect a strategy.

Web Page Policy - Recommends that the board drop this policy, which is now covered in the computer and internet policy.

Loan & Billing Policy - Recommends the board approve the rewritten policy.

Waverly Historical Photographs Collection Policy – This policy was reviewed without change, and the committee would recommend the policy remain unchanged with the understanding that it will be reviewed within six months with a new policy and/or plan.

Motion to delete Public Relations Policy - Podhasky seconded, carried.

Motion to delete Web Page Policy - Podhasky seconded, carried.

Motion to approve rewritten Loan & Billing Policy - Podhasky seconded, carried.

Motion to keep Waverly Historical Photographs Collection Policy unchanged, Main seconded, carried.

Special Projects Committee: Committee met on January 22, 2008 and recommends \$800.00 for bridge project and \$800.00 for continuation of Tripoli Leader newspapers. Funding of these projects will come from the Waverly Public Library Foundation custodial funds. Next deadline for projects is March 15, 2008. Anderson seconded, carried.

Long Range Update (2005-2008): For Valentine's Day there will be a movie shown and Pizza Ranch is working with the Library for a February reading incentive program. Kids will read books and win Pizza Ranch coupons. Teen Advisory Board has four local bands playing for a fundraiser for TAB. This will be held on February 22, 2008 in the evening. Four new reference databases have been purchased and are now available. Beth reviewed these with the Board. Beth will also be working with a Wartburg class for marketing these databases.

Long Range Planning Process (2008-2011): Community group meets this Saturday, February 16, 2008. Library will provide lunch for guests.

The next meeting is set for **5:00 p.m.** Tuesday, March 11, 2008 at the Library. The Library Board will be working with planning consultant Susan Henricks to receive and discuss the planning documents from the community and the library staff.

No further business the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

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Denise G. Timmerman, Secretary