

Waverly Public Library Board of Trustees
Minutes, Tuesday, June 8, 2010

On Tuesday, June 8, 2010, Diana Blake, vice president, called the meeting of the Waverly Public Library Board of Trustees to order at 5:15 p.m. Larry Biddison, Blake, Elaine Main, Alan Mask, director Sarah Meyer-Reyerson, Arne Waldstein, and Frank Williams were present. Absent was Mark Anderson, Bob Brunkhorst, council liaison, Deanna McCue, and Linda Podhajsky.

The **agenda** was adopted as printed (moved by Biddison/seconded by Williams/passed).

In order to add information about approving the April financials, approval of the May 2010 **minutes** was tabled (Main/Mask/passed).

Board of Trustee officers nominated by the Personnel and Policy Committee for 2010-11 are Mark Anderson, president; Frank Williams, vice president; and Linda Podhajsky, secretary. These nominees were elected by unanimous ballot (Main/Biddison/passed).

Financials for May 2010 were presented. Meyer-Ryerson reported that 2009-10 personnel line items will be very close to and perhaps slightly over the budget. A motion was passed to return to the City of Waverly the excess budgeted utility moneys, perhaps up to \$10,000 (Biddison/Waldstein/passed). Three end-of-year transfers from the reserve fund include (1) \$5,183 to fulfill obligations from the 2008-09 budget; (2) \$6,803 (\$6,500 state library funding) for computer technology and books and early reader kits; (3) \$4,109.75 (\$3,900 state library funding) for library materials. New tables purchased with state library funding for the library meeting room are lighter in weight and well received; some of the tables that were replaced were given to other city departments. Financial information was approved as per standing resolution (Williams/Waldstein/ passed).

The Personnel and Policy Committee suggested revisions to the library's **gifts policy** to frame the policy in more positive terms. The revisions were approved (Waldstein/ Biddison/approved).

The Personnel and Policy Committee also suggested revisions to the library's **confidentiality policy**. One revision simplifies the verbiage for the need of a court order to release information. The other revision more clearly identifies the procedure section (Section C), so that procedures can be updated without board of trustee action. The revisions were approved (Main/Williams/passed).

The committee will simplify the collection development policy before presenting it to the board.

The library director reported—

- The 10 percent projected cut in 2009-10 state library money was reinstated, and the Waverly Public Library received an additional \$860, which will carry into the 2010-11 budget.
- The Building and Grounds Committee will meet with Carl Dillon and Lynn Montague at 9 a.m., Friday, June 11, to create a long-range plan for the gardens.
- Board of trustee committees will reorganize at the board's July meeting.
- During the past month, the library director has spoken at Kiwanis, to Irving School fifth graders, and at the sixth grade career day.
- Thank yous were acknowledged from junior high students for help with interlibrary loans and from high school teachers Amy Chopard and Kathy Duffy for help with projects.

- Student sign-ups have begun for the library's summer program, and programming begins Wed. June 16. The Masons are funding the teen program grand prize.

The meeting adjourned at 6:05 p.m. (Williams/Main/approved).

The board will meet at the library at 5:15 p .m., Tuesday, July 13.

Respectfully submitted,
Elaine Main, Secretary pro-tem