

The Waverly Public Library Board of Trustees met at 5:15pm on Tuesday, December 13, 2016 in the Library Conference Room.

Present: Blake, Janssen, Lenius, Leong, Main, McCue, Podhajsky.

Absent: Frerking, Shanks.

Also present were Library Director Meyer-Reyerson, Administrative Assistant Stufflebeam, and Assistant Librarian McClimon.

1. The meeting was called to order at 5:15pm by McCue.
2. The agenda was unanimously approved on a motion by Blake.
3. Blake's motion to approve the November 2016 minutes was unanimously approved.
4. Podhajsky made a motion to approve per standing resolution the Financials for November 2016. The motion was unanimously approved. Blake suggested a future presentation on the various formats of current library resources to which the Board shared great interest.
5. Meyer-Reyerson provided background on 2017-18 Library Budget Request process and review of proposed budget request. As recommended by the Library's Budget & Finance Committee, the Request was unanimously approved.
6. Blake provided update on three pending Special Project requests for calendar year 2016. Friends of the Waverly Public Library funded one project, remaining two projects for Inclusion Connection consulting and updating Lit Kits require additional funding. As recommended by the Library's Special Projects Committee, the Board unanimously approved using \$982 of Waverly Public Library Foundation custodial funds for the remaining 2016 requests.
7. Reports:
 - Meyer-Reyerson reported Annual Report to State Library of Iowa due Friday, December 16.
 - Meyer-Reyerson reported staff narratives of Iowa Library Association conference activities will be shared with the Board in upcoming email.
 - Meyer-Reyerson reviewed budget and sources of funding for completed Garden Water Feature project.
 - Meyer-Reyerson reported receiving a significant number of memorial donations in honor of former employee, Luke Frerking.
 - Meyer-Reyerson reported upcoming maturity & transfer of Waverly Public Library Foundation CDs into a new certificate of deposit.
 - Meyer-Reyerson reported on removal of pine trees near Waverly Child Care and Preschool due to questionable health of trees.
 - Blake suggested brief bios of recently hired Circulation Clerks at a future meeting.

8. Blake moved to adjourn the meeting at 6:54pm.

The next regular Library Board Meeting will be on Tuesday, January 10, 2017 at 5:15pm in the Library Conference Room.

Respectfully submitted by Eric Leong, Secretary