

The Waverly Public Library Board of Trustees met at 5:15 p.m., June 9, 2020, on Google meets.

Present: Diana Blake, Ross Helgevold, Linda Podhajsky, Elaine Main, Deanna McCue, Erin Jones, James Perry, Jim Janssen. Andrew Kahler

Absent:

Also present: Library Director Sarah Meyer-Reyerson, Teen Librarian Zack Leisinger, Administrative Assistant Jenifer Mein, City Council Liaison Brian Birgen.

- 1) Meeting called to order by President of the Board Perry at 5:15 p.m.
- 2) Motion to accept the Agenda. Moved McCue, Second Blake. Approved.
- 3) Recently hired Teen Librarian Zack Leisinger was introduced to the board.
- 4) Motion to accept the minutes for the May 2020 meeting. Moved Janssen, Second Podhajsky. Approved
- 5) Motion to approve Financials for May 2020, with final Library Reserve Savings transfer of fiscal year19-20.
 - a) Technology expenditures are to complete projects relating to meeting room upgrade, self-check system for items and check system for the computers, wireless printing, and anti-virus software.
- 6) Report on the spending of State of Iowa Enrich Iowa funds for 2019-20 (extended deadline to July 31st, 2020). \$9,800 –
 - a) Spending on shelving for games, face-out books, and Minecraft content. Some Enrich Iowa funds are left. Note: The library exceeded the budgeted spending out of Reserve Funds, but that is due to a memorial and money from the Bremer Library association coming in.
- 7) Report on end-of-fiscal-year 2019-20 budget projections (July 1st, 2019 to June 30th, 2020).
 - a) We are only spending 50% of what we had planned from our capital improvements account. We will inquire about rolling that \$9,000 over to next year.
 - b) We have been closed and so have some unexpended line items..

- 8) Report on Estate Gift from Wayne & Nancy Anderson. \$780,000 now in the WPL Foundation for investment purposes, but under the control of the Trustees. Board will look into thoughtful procedures on setting priorities for the money, not rushed but dealt with in a timely manner. Sarah will look into getting a guest facilitator for a meeting to discuss the matter. We will set up a date in July for a special meeting
- 9) Report from WPL Foundation annual meeting held June 5th, 2020. Deanna McCue reported on their custodial relationship to the Anderson gift.
- 10) Request to approve Special Projects budget for calendar year 2020 of \$4,000, to be spent from WPLF custodial funds, as recommended by the WPL Foundation Board. This budget runs on the calendar year and does not need to be spent by June 30. Motion to have \$4,000 as the Special Project Budget and funded by the Waverly Public Library Foundation. Moved Blake, Second Podhajsky. Approved.
- 11) Moment to discuss Sue Van Hemert's long & successful career at the Waverly Public Library and her recent retirement on May 29th, 2020. Discussed ideas to honor her.
- 12) Update on the Facility Design Plan from Rethinking Libraries. We will have a report by the end of the month.
- 13) Report on plan for phased re-opening of the Library, and first week of curbside pickups & home deliveries, as related to COVID-19. The curbside and home deliveries has been picking up gradually. There has been a good response to the summer reading program. 400 individuals signed up at all ages. Sarah will reevaluate mid-June to make decisions about next steps. Supplies are still coming in, right now there is not enough sanitizer/health supplies for public use. Not committing to a certain date yet. Policies committee will draft a Mask Policy and then submit to city council for feedback.
- 14) Motion to Adjourn Podhasjsky, Second Main. Adjourned.

Next Regular Library Board Meeting: Tuesday July 14th, 2020. Agendas and Minutes are posted in the Library lobby as well as on the Library's webpage: <http://www.waverlyia.com/publiclibrary/about/board-of-trustees/meeting-agenda-minutes.aspx>