

The Waverly Public Library Board of Trustees met on Tuesday, September 14, 2021 in the Waverly Room at 5:15 p.m.

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

Also Present: Library Director Sarah Meyer-Reyerson, City Council Liaison Brian Birgen. Jeni Mein.

1. Meeting was called to order by President of the Board, Ross Helgevold.
2. Motion to approve Agenda Blake, seconded, Janssen. Carried.
3. Motion to approve August minutes as corrected Janssen, seconded Perry. Carried.
4. Financials: Sarah reviewed expenditures and current balances. One new item note is the three insect collections in the children's area. Motion to approve Blake, seconded Kahler. Carried.
5. Budget request to send to Bremer County from Bremer County Library Association. Reviewed the allotments from the past seven years. Perry moved that 5% be WPL request. Blake seconded. Carried.
6. Janssen moved and Kahler seconded the Library be closed on Friday, October 8 so staff can attend the State Library Association Annual Meeting. Carried. Kris and Bethany will present the Reach Out and Read program.

Reports:

Jones reported on Building and Grounds meeting with Studio MELEE Architects.

Present: Helgevold, Jones, Podhajsky, Meyer-Reyerson, and most of the staff.

Six possible layouts were presented followed by a lengthy discussion. Studio MELEE will return September 30 with additional layouts based on suggestions made.

Personnel and Policies met September 13, 2021. Areas discussed were COVID, Open Positions, Job Descriptions and Titles and Full v. Part-Time Positions, Intellectual Freedom Manual and Policy Review. They also complimented Sarah for her work.

Announcements:

Budget and Finance Committee will set meeting date to determine budget requests to submit to the City Council.

Annual Survey for the State Library 2020-2021 is in progress detailing all WPL works. The report will go on the October Agenda.

New Staff: Becky Bauer-Fisher, new clerk and Ian Allbee, new custodian.

Bookmobile: Staff is currently reviewing vendors and looking at specs. Report at October Board Meeting. Report to City Council in October.

Meeting adjourned at 6:12. Next meeting is Tuesday, October 12, 2021 at 5:15.