

WAVERLY PUBLIC LIBRARY

Minutes, July 11, 2023

Diana Bake, president, called the trustee meeting of the Waverly Public Library to order at 5:15 p.m., Tuesday, July 11, 2023, in the Library's Waverly Room.

Trustees present: Blake (left at 6:25), Helgevold (at 5:42 p.m.), Janssen, Jones, Main, McCue
Also: Meyer, Library director; Birgen (Council representative)

The **agenda** (McCue moved/Janssen seconded) was approved.

The **minutes** from June 13, 2023, (Janssen/Jones) were approved with two corrections (#7, **RFP** and #8a, Bookmobile will arrive **soon**).

Financial reports were approved (Main/Janssen/passed) as per standing resolution. Reports show that the Library ended fiscal year 2022-23 in the black; \$1,098,761 of the \$1,118,065 budget was expended, returning about \$19,000 to the City.

Library hours will change for Heritage Days, opening only from 1 - 4 p.m., Saturday, July 15 (Janssen/McCue/passed). The Library will have a parade entry and distribute Make Room for Renewal bookmarks.

Children's picture book shelving was discussed. After consulting the architects and staff, Meyer will create a plan for purchasing adequate face-out shelving units. A Rotary Club grant, Exchange Club funding, and capital moneys may be used. The plan will suggest whether the units should be independent or grouped and what the financial advantage would be in ordering all the units at one time. Meyer will consult with the City administrator and lawyer about which purchases must be approved by City Council.

Two artists submitted Requests for Proposals for the **children's story tree sculpture**, and one will be recommended to City Council at its August 7 public hearing. The artists will be interviewed at the Library July 26, and the Library trustees will meet (possibly August 1) to approve one artist.

The **Make Room for Renewal** design was reviewed in detail June 16 by architects and the building and grounds committee. Committee members suggested some changes. Story tree bids were reviewed. Fundraising stands at \$2,366,000, with the grassroots fundraising campaign hoping to raise an additional \$106,000. Grants that have been awarded have sent their funds. The Library Foundation board meets July 12 and will deal with cash flow to pay things such as architect fees and the bookmobile. The donor list is being prepared to post on the campaign website. The fundraising committee meets at 4:30 p.m., Wednesday, July 19.

The **bookmobile** is still delayed. Meyer will request a new arrival date.

This is the sixth and last week of the **summer reading program**.

The Library's personnel and policy committee meets at 8:30 a.m., Friday, July 21.

The meeting adjourned at 6:30 p.m. (Jones/McCue/approved).

Respectfully submitted,

Elaine Main, secretary pro tem