

THE WAVERLY PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of the Meeting

Tuesday, May 31, 2005

The Waverly Public Library Board of Trustees met in regular session at 7 p.m. on Tuesday, May 31, 2005, in the meeting room of the library.

Present was Main, Biddison, Podhajsky, Tholkes, Blake, Timmerman, McCue, Dillon, Waldstein, Director Coffie, AD Meyer-Reyerson, Council Liaison Ecker, and Jim Janssen, Waverly-Shell Rock School staff and performing the role of long-range plan (LRP) coordinator for updating the library's LRP.

Main called the meeting to order at 7:00 p.m.

Meyer-Reyerson led tonight's discussion of updating the current LRP out to approximately June 2008. A planning session was held April 16, 2005, in which 33 residents attended a six-hour community meeting. The participants ranked 14 possible library service responses in the order of importance to the residents.

The top seven responses should be the primary focus of the library staff:

1. Children's door to learning. Addresses the need to foster, encourage, and stimulate children's interest in reading and learning.
2. Commons. Provides an environment that helps address the need of people to meet and interact with others in their community and to participate in public discourse about community issues.
3. Lifelong learning. Addresses the desire for self-directed personal growth and development opportunities.
4. Information literacy. Addresses the needs for skills related to finding, evaluating, and using information effectively.
5. Current topics and titles. Fulfills residents' appetite for information about popular cultural and social trends and their desire for satisfying recreational experiences.
6. General information. Meets the need for information and answers to questions on a broad array of topics related to work, school, and personal life.
7. Local history and genealogy. Addresses the desire of residents to know personal or community heritage.

At the April 26, 2005, board of trustees meeting, the three service responses were selected for additional emphasis in the plan's development were lifelong learning, library as a commons, and information literacy. The remaining four—children's door to learning, current topics and titles, general information, and local history and genealogy—be maintained at the current level of staff attention.

Meyer-Reyerson led the discussion on the three primary responses – lifelong learning, library as a commons, and information literacy. The library staff identified new or expanded activities, the three-year timeline for implementation, staff responsibilities, resources, and measurement (anticipated outcome/desired measurement data).

After a period of informal discussion, Podhajsky complimented Jim Janssen and the library staff on an excellent work product, and moved that the LRP be approved thus far and comments from this evening's session be incorporated and the plan refined. Motion seconded by Waldstein and carried.

The refined plan will be presented to the April 26th meeting participants at a June 18th meeting, then once again to the library trustees for their final approval at the June meeting. The plan will be submitted to the State Library of Iowa at the end of June.

At 8:15 p.m. Jim Janssen left the meeting. The trustees went into regular session.

The minutes for April 26 and May 5, 2005 were reviewed. Biddison offered a correction in paragraph 3 of May 5 minutes, the term State Association should be State Library of Iowa. The April 26 minutes were approved on a motion by Podhajsky and seconded by Blake. The May 5 minutes were approved on a motion by Blake and seconded by Timmerman.

Coffie led the review of the May disbursements and financials. Coffie reported that although the new hard surface paths were open in the garden at the May 14th garden party, the exposed steel edging makes the paths dangerous. Dillon indicated the contractor will provide fill to hide the edging – at some additional cost.

Main reported the state of officers that will be offered to the trustees at their June meeting: Tholkes for President, Biddison for Vice President, Timmerman for Secretary, and McCue for County Representative. Other nominees for these positions will be accepted at the June meeting.

Main distributed Director Coffie's resignation. Podhajsky offered the trustees appreciation of Coffie's nearly 30 years of service to Waverly, the surrounding area, and the State's library activities. Waverly's library/staff is the envy of many communities. Podhajsky offered the motion that barring extenuating circumstances the resignation be accepted effective June 30, 2005.

Main distributed an information sheet from the trustees personnel/policies subcommittee about the director's position and job specifications. Following a period of discussion, Podhajsky recommended the board of trustees hire Sarah Meyer-Reyerson as the new director of the Waverly Public Library with the stipulation that a graduate degree in Library and Information Science from an American Library Association-accredited college be completed in a timely manner. The effective date for the hiring should be June 20, 2005 (the start of the City's new fiscal year) and at the City of Waverly's salary

schedule step three. Meyer-Reyerson holds State Library of Iowa certification Level IV. The motion was seconded by Timmerman and carried.

Blake moved the June 28 board meeting be reschedule to 5:15 p.m., Monday, June 20, in the conference room at the library. Biddison seconded, carried.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,
Larry Biddison, Secretary