

## WAVERLY PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for September 9, 2008

The Waverly Public Library Board of Trustees met at 5:15 p.m. on Tuesday, September 9, 2008 at the Library.

In attendance: Anderson, Timmerman, Biddison, Main, Williams, Podhajsky, Blake, McCue and Director Meyer-Reyerson.

Absent: Waldstein and Ackerman.

Anderson called meeting to order at 5:15 p.m.

Main moved adoption of the agenda, Biddison seconded, carried.

Williams moved the minutes of August 12, 2008 be approved, Podhajsky seconded, carried.

Financials: July MidAmerican bill was paid in June which is why July looks low. August was a normal month for utilities. Paid for standing order of materials. Paid for annual contract to Johnson Controls for maintenance of HVAC system. Timmerman approved financials per standing Resolution, Blake seconded, carried.

Budget request from Bremer County for 2009-2010. Discussion was held regarding our request. Podhajsky moved we request 10%, Williams seconded, carried. Deanna will take this to the county meeting.

Reports: Buildings and Grounds: On December 6, 2007 the committee decided to remove three trees. Accordingly, these three trees will be removed this fall. Trees Forever approved the removal of these three trees. B&G needs to address smoking signage and other signage for gardens.

Budget & Finance: No report

Waverly Public Library Foundation: No report

Friends of the Library: Denise will send a thank you for bench and garbage receptacle which the Friends purchased for the front of the Library. Jo Bagelmann will serve on Foundation Board of Directors.

Personnel & Policies: Library Director Evaluation. Mark gave us results of survey regarding Director. The survey consisted of different questions this year and Sarah has done a wonderful job. Sarah is exceeding all our expectations!

Report from Library - Sarah reported staff evaluations are next week. All evaluations will be done at this time. Job descriptions could be modified.

Long Range Plan Update - See attached sheet provided by Sarah.

September 14, 2008 from 2:30 - 4:00 will be a celebration of the 10<sup>th</sup> anniversary of the new Library. There will be music, cookies and punch.

An inventory task force was selected. Members will be Sarah Meyer-Reyerson, Ryan Webster, Frank Williams, Diana Blake and Larry Biddison. They will make a report at the October meeting as to inventory process for library materials.

Linda would like to commend Ryan and Beth for starting library classes. Denise will send a note to them.

The next meeting is set for 5:15 p.m. Tuesday, October 14, 2008 .

No further business the regular meeting was adjourned at 6:25 p.m.

Respectfully submitted,

---

Denise G. Timmerman, Secretary

## Long Range Plan Update 2008-2009

### STIMULATE THE IMAGINATION

- **BOOKS & AUTHORS DATABASE.** In 2008 we added a new online resource, a subscription database called *Books & Authors*.  
<http://city.waverlyia.com/links.asp> (Readers Advisory Services).
- **NOTHING DUE ON SUNDAYS.** In September 2008 we modified the checkout rules so that nothing is due on Sundays. This helps out those who check out movies on Fridays, so they are not due at the library until Monday (Availability of materials).
- **NON-FICTION COLLECTION DEVELOPMENT PLAN.** In the summer of 2008 each desk staff member was assigned to an area of the non-fiction collection for development and promotion. Each section has been given a share of the materials budget. (Circulation of non-fiction will increase).

### VISIT A COMFORTABLE PLACE

- **NEW COUCH IN DILLON ALCOVE.** In an effort to increase comfortable seating, a new couch was purchased in the summer of 2008 (More visitors will come to the Library).
- **BRIDGE TO THE GARDENS.** In the spring of 2008 funding was acquired from various sources (Friends, WPLF, Waverly Community Fund, private donation) for the building of a walking bridge connecting the Library gardens and Waverly Child Care & Preschool. This project is expected to be complete before the fall of 2009 (Welcome the public to the Library gardens).
- **MUSIC IN THE LIBRARY.** Diana Blake's Woodwind Trio will perform at the Library on Sunday September 14<sup>th</sup>, 2008 in honor of the Library's 10<sup>th</sup> Anniversary in the new building (More visitors will come to the Library).
- **ART DISPLAY.** Beth Burrow applied for a *Picturing America* grant and we received 40 laminated reproductions of American art to keep. *Picturing America* is a part of *We the People*, an initiative of the National Endowment for the Humanities.
- **ART DISPLAY.** Bartels art therapy class is displaying their mosaic projects here for the month of September (2008). They may make a trip over to view their own exhibit!

### CREATE YOUNG READERS

- **MORE PRESCHOOLERS IN STORYTIME.** Waverly Child Care & Preschool's new 4+ preschool room is now walking to the Library for Wednesday morning storytime (To reach more preschool children with library programming).