

Board of Trustees of the Waverly Public Library held their regular monthly session on November 13, 2012 in the Library Conference Room.

Present: Mask, Blake, Biddison, Podhajsky, Williams, Lenius, Frerking, McCue, Main  
Also present: Meyer-Reyerson, Council Liason Lieb,

- i) Blake called the meeting to order: 5:15 pm
- ii) Agenda unanimously approved on Williams' motion
- iii) October minutes were unanimously approved on Main's motion
- iv) Per standing resolution, October financials were unanimously approved on Podhajsky's motion. Looking ahead to November:
  - i. ILS bill was paid to SirsiDynix
  - ii. Several hundred dollars in damages to heating system by trespassers. Police report was filed and investigation is on-going.
- v) Library's Draft Budget
  - i. Final budget approval at the Dec 11 meeting.
  - ii. Capital equipment request for replacing carpet to be replaced.
- vi) Long Range Plan
  - i. First quarter report-activities/outcomes presented
- vii) Other Reports:
  - i. Bremer County Library Association request averaged at 8.6% will be submitted to Supervisors.
  - ii. ILA conference staff reports presented
  - iii. Statistics for State Library annual survey presented
  - iv. Director's Report
    - i. New page and assistant librarian hired
    - ii. City employee handbook updated which impacts library staff
    - iii. Budget and finance committee to meet before Dec 11
- viii) Blake moved to adjourn at 6:17 pm.

Respectfully submitted by Alan Mask, Secretary.