

The Waverly Public Library Board of Trustees met at 4:00 on Tuesday, September 10, 2013 in the library conference room.

Present: Biddison, Blake, Frerking, Janssen, Lenius, Main, Podhajsky, Williams.

Also present was Sarah Meyer-Reyerson .

1. The meeting was called to order at 4:00 by Blake.
2. The agenda was unanimously approved on a motion by Podhajsky with two adjustments being to move the garden report by Roberta Maley and the welcome to Jillian Rutledge to after the approval of the minutes.
3. Williams' motion to approve the August 2013 minutes was unanimously approved.

Roberta Maley presented an update on the garden's summer successes and information on the replacement of a retaining wall this fall.

A welcome was given to Jillian Rutledge, the new full-time Information Services Librarian. (agenda item #5)

4. Main made a motion to approve per standing resolution the Financials for August 2013. Carried.
6. All present board members voted in favor of adopting the revised Waverly Public Library Employee Handbook.
7. Discussion was held on the budget request from Bremer County for 2014-15. More information is needed and approval will take place at the October meeting.

8. In other reports:

Personnel and Policies Committee will set a meeting date in September for the personnel evaluation of the library director.

Building and Grounds Committee will meet on Sept. 12 at 4:00 to discuss carpet and removal/replacement of dying aspen trees.

Budget and Finance Committee will set a meeting date in September/early October to discuss a draft library budget for 2014-15.

The quarterly deadline for Special Projects submissions is Sept. 15. No projects have been requested to date.

Meyer-Reyerson has been in contact with Kim Kietzman to revise the timeline for the new Long Range Planning Process for 2014.

Library Director's Report:

- a. Meyer-Reyerson will work with staff to establish a new staffing schedule.
- b. The Library will be closed on Thursday, October 17 so desk staff may attend the Iowa Library Association Conference in Coralville.
- c. A display of Waverly's historic photos and early newspaper clippings will complement a visit from residents of Eisenach in October.
- d. An outline was given on upcoming meetings and deadlines.

9. Janssen moved to adjourn the meeting at 5:17.

The next regular Library Board Meeting will be Tuesday, October 8, 2013 at 4:00 in the Ike Ackerman City Council Chambers.

Respectfully submitted by Laura Frerking, Secretary