

The Waverly Public Library Board of Trustees met at 5:17 p.m., November 10, 2020, on Google Meets.

Present: Diana Blake, Ross Helgevold, Linda Podhajsky, Elaine Main, Deanna McCue, Erin Jones, James Perry, Jim Janssen, Andrew Kahler

Also present: Library Director Sarah Meyer-Reyerson, City Council Liaison Brian Birgen, Administrative Assistant Jenifer Mein, Librarian Bethany Nelson, Librarian Lindsey Kuhlmann, Librarian Kris Fagre, Librarian Kathy Schaufenbuel;

- 1) Meeting called to order by President of the Board Perry at 5:15 p.m.
- 2) Motion to accept agenda with amendment to move item 6 to be before item 5 by Blake, Second Janssen. Approved
- 3) Minutes for the October 2020 did not reach the board in time to be reviewed for the meeting and will be held for approval at the next meeting.
- 4) Motion to approve the October financials by Janssen per standing resolution. Approved. Discussion of financials followed:
 - a) Expenses for an annual conference were reduced to only Registration Fees this year without travel.
 - b) A reserve fund expense going to Bookfarm purchased extralarge picture books for reading aloud to groups. This was a gift using memorial money for Leslie Beebe. The Beebe family also gave a lovely engraved bronze bench with a cat statue. A small presentation will be Friday morning 11/13 at 10:30 a.m. with the family and some staff allowed to be present.
 - c) We are at 1/3 mark of the budget year. The board looked at items over 33%. There were no items of concern.
 - d) Revenues- First payment from Bremer County for the year has been received.
 - e) Fee revenues are small with reduced October traffic.
- 5) Budget & Finance Committee report
 - a) Committee is working on next year's budget
 - b) All trustees are welcome to attend the committee meetings
 - c) Working to keep operating expenses from increasing next year.
- 6) Discussion of Library Patio Build-Outs
 - a) Board considered whether to invest time in moving forward with steps to build out into patio space or spaces to create a teen area and quiet space, which have been identified as priorities to the community through listening posts.

- b) Without a buildout of patio spaces these goals would be accomplished with a significant reduction in library holdings & shelving according to the KBA facility study.
 - c) There are also changes needed to the area behind the circulation desk over to and including the drive-up window.
 - d) Sarah will check with Johnson Control to see if the HVAC system can handle the extra space of a build-out.
 - e) Discussion will continue at the December meeting.
- 7) Motion to Adjourn Podhajsky, Second Janssen. Adjourned.

Next Regular Library Board Meeting: Tuesday, December 8th, 2020 on Google Meets. Agendas and Minutes are posted in the Library front door as well as on the Library's webpage: <http://www.waverlyia.com/publiclibrary/about/board-of-trustees/meeting-agenda--minutes.aspx>