

The Waverly Public Library Board of Trustees met in the Waverly Room at 5:15 p.m.

Present: Ross Helgevold, Jim Janssen, Andrew Kahler, Elaine Main, Deanna McCue, James Perry, Linda Podhajsky.

Absent: Diana Blake, Erin Jones.

Also Present: Library Director Sarah Meyer-Reyerson, City Council Liaison Brian Birgen, Library Administrative Assistant Jeni Mein.

- 1) Meeting called to order by President Helgevold at 5:20 p.m.
- 2) Motion to approve Agenda; approved.
- 3) Motion by Podhajsky, second by Perry to approve minutes for July 13, 2021. Carried.
- 4) Motion by Janssen to approve the financials per standing resolution. Carried.
 - a. Workers Compensation covered for the year.
 - b. Property and Liability coverage will need to be raised in the future.
- 5) Sarah mentioned it had been a big month for new books from Junior Library Guild.
- 6) Sarah explained the Restricted Category and how we account for its use.
- 7) Main, for Personnel & Policies, stated the policies for Limited Access, Security Camera and Young Patron Safety were unchanged. No discussion.
- 8) Reports: Bookmobile
 - a. Michael Swendrowski from Specialty Vehicle Services is doing Request for Proposals and related services. He will recommend which ones to accept.
 - b. Discussion regarding ownership of vehicle and purchase with 100% from Library funds. Staff will check with the City.
- 9) Reports: Space Enhancement
 - a. Meeting has been held with architectural firm Studio MELEE to evaluate space needs in current space, including staff and Building and Grounds Committee and other Board members.
 - b. Janssen suggested setting 10-year goals regarding space needs in future.
 - c. KCL engineering was recommended to help determine what federal funds are available for improved ventilation.
10. HVAC issues with unknown cause.
11. Staff changes due to changing availability of college and high school students.

Adjournment at 6:05.

Next regular meeting: Tuesday Sept. 14th, 2021 at the Waverly Public Library.

Secretary Linda Podhajsky