

Waverly Public Library
Board Meeting
July 13, 2021

The Waverly Public Library Board of Trustees met at 5:15p.m., July 13, 2021, in the Library Board Room.

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

Also Present: Library Director Sarah Meyer-Reyerson, City Council Liaison Brian Birgen, Librarian Bethany Nelson

- 1) Meeting was called to order by President of the Board Helgevold at 5:16 p.m.
- 2) Motion to approve the Agenda by Blake, Second by McCue. Approved
- 3) Motion to approve the minutes of the June 2021 meeting. Moved by Janssen, Second by Blake. Approved.
- 4) Motion to approve the Financials per standing resolution. Moved by Main, Second by Janssen.
 - a. WPL ended the fiscal year at 90% of the overall budget expended which was in line with other city department budgets.
 - b. Staff was able to utilize unspent operating dollars on capital projects.
 - c. Conversation had about potentially keeping track of unused dollars in current and previous budgets to help cover future capital projects.
 - d. 91% of salary and benefits were used in FY21 due to the limited operating hours of the library and other staff being off work.
 - e. \$9,550 was shifted from operating to the capital funds to help purchase the Bookmobile.
 - f. Motion Approved
- 5) Motion from Budget and Finance Committee to transfer the Sylvia Grekhoff estate gift to WPLF investments and leaving \$5,000 in checking.
 - a. Discussed the money would fall in line with other gifts and investments.
 - b. Board members sought to establish a spreadsheet of separate gifts and how they are spent to help communicate to the public on how specific gifts were spent.
 - c. This can catapult marketing efforts to showcase the fiscal responsibility of the Library to potential donors.
 - d. \$5,000 left in checking will adequately serve the library in the short term as recommended by B&F Committee.
 - e. Motion Approved.
- 6) Reports
 - a. Bethany spoke about the successful Summer Reading Program with reporting numbers at 75+ at the read and feed programs, and 100+ for storytime in the park.
 - b. There will be an architect at the library on Friday July 16th, to measure the building and grounds and talk with staff.

- c. There have been no reported mask issues at the library as we continue to be vigilant in addressing potential concerns with our patrons.
 - d. On July 28th Personnel and Policy Committee will meet.
- 7) Motion to Adjourn by McCue, Seconded by Perry

Next Regular Library Board Meeting: Tuesday August 10th, 2021 at the Waverly Public Library