

The Waverly Public Library Board of Trustees met at 5:15 p.m., November 14th, 2023 in the Ike Ackerman City Council Chambers at City Hall.

Present: Blake, Helgevold, Janssen, Jones, Kahler, Main, McCue, and Podhajsky.

Also present: Library Director Sarah Meyer, City Council representative Brian Birgen, WPL Librarian Kris Fagre.

1. Meeting called to order by Blake at 5:15 p.m.
2. Motion by Kahler to approve Agenda, seconded by Janssen. Approved.
3. Motion by Janssen to approve October 10th and October 24th Meeting minutes, seconded by Main. Approved.
4. Director Meyer provided oversight of checks and budget for the WPL. Motion by Main to approve financials, seconded by Podhajsky. Approved.
5. The library staff and contractors have moved forward with closing the library and removing furniture. Furniture that is being kept has been stored in the PODS in the WPL parking lot and the remaining furniture has been provided to the community with approximately \$300 received in donations.
6. Meyer provided a WPL Bookmobile update, however that was pushed back with the Bookmobile eventually arriving on 11/29. Will be used in the "Light Parade" on 12/3 and then a grand opening is scheduled for 12/5.
7. Librarian Kris Fagre provided an overview of WPL outreach programs
 - a. Reach out and Read has now distributed 3,000 books
 - b. There are currently three programs in association with Bartels: Read aloud, a Monthly book club, and a weekly Memory Care program utilizing memory kits.
 - c. Two story and music programs with NorthStar
 - d. The restart of a Storytime program with Friends of the Family.
 - e. A Collaboration with Wartburg College to provide recreational books and other media to Vogel Library for Wartburg Students to enjoy.
8. McCue provided an update for fundraising on the Make Room for Renewal project.
 - a. Small gifts continue to come in and there are still some naming opportunities for large gifts. Closing in on \$2.9 million goal.

- b. Building and Grounds advised on staff moving of library items and construction starting on building. Still finalizing some plans and working with two vendors for future furniture needs.
- 9. Budget and Finance Committee is awaiting worksheets from the City of Waverly. The committee indicated no large planned changes to staffing or budget. Next meeting scheduled for 11/17 at 3:30 p.m.
- 10. Meyer provided some year end numbers from the Annual Survey. Physical circulation was up, at 130,000 items; downloads increased, at 25,000; and door count was at 97,000.
 - a. Kahler provided a quick update on the BCLA meeting and future request to Bremer County Board of Supervisors.

Motion by Pohajsky to adjourn meeting, seconded by Kahler, adjourned at 6:14.

Signed: Andrew Kahler