

The Waverly Public Library Board of Trustees met at 5:15 p.m., December 12th, 2023 at the Redeemer Lutheran Church meeting room in Waverly.

Present: Blake, Helgevold, Janssen (via Google Meet), Jones, Kahler, Main, McCue, and Perry.

Also present: Library Director Sarah Meyer, City Council representative Brian Birgen, City Administrator James Bronner and City Human Resources Director Danielle Stratton.

1. Meeting called to order by Blake at 5:18 p.m.
2. Motion by Kahler to approve Agenda, seconded by Jones. Approved.
3. Motion by Main to approve November 2023 Meeting minutes, seconded by Kahler. Approved.
4. Director Meyer provided summary of expenses for the WPL, this was a three pay period month. Motion by Main to approve financials, seconded by Jones. Approved.
5. A 2024 budget was proposed by the Budget and Finance Committee. Discussion was held on keeping the budget as neutral as possible. Still uncertain on Group Insurance costs as well as Property and Liability insurance. Proposed budget is \$1,074,656 subject to insurance changes provided by the City of Waverly.
 - a. James Bronner provided some insight as to how state level changes will be affecting city budgets. The Waverly City Council will approve their budget on January 20th, any changes affecting the WPL budget will need to be made and submitted back to the city by February 3rd.
 - b. Budget approved Unanimously.
6. Meyer gave a brief summary on the WPL Bookmobile Grand opening that occurred on December 10th. Vehicle has now been insured, plates have been installed and just awaiting title.
7. Make Room for Renewal Updates:
 - a. Foundation has been poured for teen area, the circulation desk has been removed as well as the large lights above. Wall paper has been removed and a temporary wall put up to avoid dust entering areas still being used by WPL staff.
 - b. Architect will be at the Library on 12/13 to review progress with the contractor.
 - c. An initial design contract has been signed with Piggot for the new furniture needed for the library.
 - d. On January 19th, there is a scheduled visit to Des Moines to inspect the Tree being built for the children's area.

- e. McCue provided an update on fundraising. Currently at \$2.83 million raised toward \$2.9 million goal. McCue and Meyer had presented a proposal to Waverly Utilities on 12/12 for a legacy donation of \$50k. A post card mailer is also going out as of 12/13 to the community for a last push with a possible match up to \$25k from the Foundation for funds raised before 1/1/24.

Motion by Kahler to adjourn meeting, seconded by Perry, adjourned at 6:23.

Signed: Andrew Kahler