

Waverly Public Library Board of Trustees Minutes

May 13, 2025

The Waverly Public Library Board of Trustees meeting was called to order by Diana Blake at 5:15 p.m., May 13, 2025, at the library.

Present: Diana Blake, James Perry, Ross Helgevold, Elaine Main, Jim Janssen, Erin Jones, Bob Wharram, Deanna McCue, Mike Sherer.

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

1. **Motion by McCue** to approve Agenda, seconded by Jones. Approved.
2. **Motion by Main** to approve Apr. 2025 Meeting minutes, seconded by Janssen. Approved.
3. Financials presented by Director Meyer. Of note, the expense for the replacement of a humidification element in the HVAC, also Cost of totes for the kindergarten reading program. Some expenses looking forward are repairs to the camera system, addressing a leak under the pond, and outdoor signs. **Motion from Janssen** to approve financials per standing resolution. Approved.
4. Board Goal: Anticipate Library Board needs and recruitment. Review of timeline.
5. Garden Kaleidoscope project: Concrete bids have not been received. No action taken.
6. Report: Meeting Room Audio Project: CTI was the best received quote for the project. Intention is to complete the project within this fiscal year.
7. Make Room for Renewal Fundraising Committee: All remaining pledges are scheduled giving. All grants except for final CAT Grant have been received. The retainage for the CAT Grant will be the final reimbursement to the city.
8. Other reports:
 - a. Personnel & Policies Committee meeting May 30
 - b. WPL Foundation has had first quarter meeting
9. Board Comments
10. Director Comments. Director Meyer left the meeting, per request.
11. Prepared letter requesting closed session submitted by the director read out loud by Blake.
12. Executive Session

To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session as provided by Section 21.5.1(b).

Moved By Janssen, Seconded By Perry

Roll Call:

Yes: Blake, Perry, Helgevold, Main, Janssen, Jones, Wharram, McCue, Sherer

No: none Absent: none

To enter into Executive Session is hereby approved. Bronner & Stratton left the meeting.
13. Motion to reenter into open session.

Moved By Wharram, Seconded By Perry

Roll Call:

Yes: Blake, Perry, Helgevold, Main, Janssen, Jones, Wharram, McCue, Sherer

No: none Absent: none

To reenter into open session is hereby approved.
14. Motion to adjourn by Janssen

Respectfully Submitted,
Ross Helgevold