

Waverly Public Library Board of Trustees Minutes
June 10, 2025

A meeting of the Waverly Public Library Board of Trustees was held on June 10, 2025, at 5:15 P.M. in the Waverly Room at the Waverly Public Library.

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

Absent: Ross Helgevold

Also present: Library Director Sarah Meyer and City Council Representative Ann Rathe

1. Blake called the meeting to order at 5:15 P.M.
2. Blake requested agenda Item 9 "Approve Garden Kaleidoscope" follow Item 6. Motion by Wharram to approve the agenda as amended, seconded by Janssen. Approved.
3. Motion by Wharram to approve the May 13, 2025 Meeting minutes as amended, seconded by Janssen. Approved.
4. Financials presented by Director Meyer and Budget & Finance Committee. Even with unexpected expenses, the library is on track to return 0.4% of the budget (about \$5,000) to the City's General Fund as FY24-25 comes to an end. Unexpected items included the Library's HVAC, pond repair, projector/audio replacement for the multipurpose room, and a capital improvement item placed in this fiscal year rather than last due to invoice timing. Despite this being a challenging year with a significant budget decrease, the staff and Director have done a great job managing the budget, ensuring programming and services were affected minimally. Motion from committee to approve financials per standing resolution (no second needed). Approved.
5. Election of Officers for 2025-26 Library Board. Nominations presented from Personnel & Policy Committee: President Diana Blake, Vice President Erin Jones, Secretary Mike Sherer. The floor was opened for nominations. None were offered. Motion from committee to elect officer slate as presented (no second needed). Approved.
6. Library Board Committee Appointments. Motion by McCue to appoint Wharram to Building & Grounds from Personnel & Policy and Sherer to Personnel & Policy, seconded by Jones. Approved.
7. Garden Kaleidoscope. Motion by McCue to approve funding the Garden Kaleidoscope using the Garden Club donation and additional funds as needed from the Foundation Custodial Account and/or the Grounds Maintenance operating budget, seconded by Sherer. Approved.
8. Library Director's 2024-25 evaluation summary. Janssen facilitated discussion of the 360-degree review process implemented this year. The process was robust and provided valuable input from staff, board members, and the Director.
9. Library Director's Salary. McCue reviewed the development and rationale of benchmark comparison groups for consideration prior to setting the FY26-27 budget.

10. Summer 2025 Reading Program update. Meyer shared that with challenges, programs, and prizes for all ages, the Summer Reading Program “Level Up” is underway with over 600 individuals currently registered. The program runs through July 31st. Many thanks to the Friends of the Waverly Public Library for their generous support funding many of the Summer Reading Program prizes and programs.
11. Make Room for Renewal Report. McCue provided an update.
12. Other Reports:
 - A. Budget & Finance Committee: None.
 - B. Building & Grounds Committee: None.
 - C. Personnel & Policies Committee: Next meeting Friday, June 13th.
 - D. Waverly Public Library Foundation: Sincerely thank donors for memorial contributions in honor of Carl Dillion and Marylou Tripolino.
 - E. Friends of the Waverly Public Library: None.
13. Director Comments.
14. Board Comments.
15. Motion by Janssen to adjourn, seconded by McCue. Adjourned at 7:02 P.M.

Respectfully Submitted,
Erin Jones