

Waukee Public Library
Board of Trustees Minutes
Tuesday, November 12, 2024
950 Warrior Lane, Waukee, IA 50263

1. CALL TO ORDER

Micki Henderson called the meeting to order at 5:42 p.m.

2. ROLL CALL

The following Board of Trustees members in attendance: Micki Henderson, Melissa Marwedel, David Meyer, Darcy Burnett, and Emily Schultz.

Liaisons in Attendance:

Kristine Larson – Library Director

Other? _____

3. APPROVAL OF AGENDA

Meyer moved to approve the agenda. Burnett seconded the motion. Ayes: 5 Nays: 0
Motion carried.

4. MINUTES FOR APPROVAL

a. Meeting 10-08-2024

Marwedel moved to approve the minutes. Meyer seconded the motion. Ayes: 5
Nays: 0 Motion carried.

5. PUBLIC COMMENTS

a. No public comment

6. ACTION ITEM – APPROVAL OF INVOICES

a. Lots of program supplies

Burnett moved to approve invoices. Meyer seconded the motion. Ayes: 5 Nays: 0
Motion carried.

7. ACTION ITEM – APPROVAL OF FY26 BUDGET REQUEST

a. Notes in line items; increases due to past expenses and a percentage to insurance

b. Decrease on cleaning due to new vendor (citywide vendor, one contract)

c. Increased programs and summer reading budgets

d. Increased training/travel budget for staff elevation. Goal to retain more staff.

e. New computers for library staff.

Schultz moved to approve invoices. Marwedel seconded the motion. Ayes: 5 Nays: 0
Motion carried.

8. REPORTS

- a. Budget Report
 - a. Nothing of note
- b. Director's Report
 - a. Adult services librarian starts in Dec
 - b. Technical services manager resigned
 - c. Teen library position filled internally with parttime staff. Previous librarian wasn't a good fit.
 - d. Van is wrapped, picking up next week.
 - e. Winter reading starts 11/15.
 - f. Keri and Kristine focused on staff and training
 - g. Children's librarian on leave in Feb; temporary position posted
- c. Personnel Committee
 - a. Did not meet
- d. WPL Friends Foundation Report
 - a. Next meeting Dec 2; no meeting in Jan
 - b. Fundraising letter raised \$5.9K
 - c. \$3500 for new ipads for library
 - d. Van wrap \$2700 FF is paying
- e. Ways and Means Committee
 - a. Did not meet
- f. Legislative Update
 - a. Did not meet, no report

9. ADJOURNMENT

Marwedel moved to adjourn the meeting. Schultz seconded the motion. Ayes: 5
Nays:0 Motion carried.

The board adjourned the meeting at 6:00 PM.

****Minutes submitted by Emily Schultz in absence of Lela Scott, Board Secretary****