

Waukee Public Library  
Board of Trustees Minutes  
Tuesday, January 14, 2025  
950 Warrior Lane, Waukee, IA 50263

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**1. CALL TO ORDER**

Micki Henderson called the meeting to order at 5:38p.m.

**2. ROLL CALL**

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

**Not in Attendance:** Anna Eichhorn

**Liaisons in Attendance:**

- Kristine Larson – Library Director
- Other? \_\_\_\_\_

**3. APPROVAL OF AGENDA**

Schultz moved to approve the agenda. Marwedel seconded the motion. Ayes: 6 Nays: 0 Motion carried.

**4. MINUTES FOR APPROVAL**

- a. Meeting 12-10-2024

Meyer moved to approve the minutes. Marwedel seconded the motion. Ayes: 6 Nays: 0 Motion carried.

**5. PUBLIC COMMENTS**

- a. No public comment

**6. ACTION ITEM – APPROVAL OF INVOICES**

- a. Notice Newsletter is printed at the front desk.
- b. Staff development speaker – Brenda Clark Hamilton – teamwork, communication/personality assessments, etc. Darcy says she’s great.

Scott moved to approve invoices. Meyer seconded the motion. Ayes: 6 Nays: 0 Motion carried.

**7. REPORTS**

- a. **Budget Report**

- a. Library donation is to pay for the van, wrap and iPads.
- b. Library Director's Report**
  - a. Started planning for summer – Level Up is the theme this year – 90's video game theme
  - b. Next Tuesday – Technical Service Manager starts
  - c. Judy has announced her retirement and will retire the first week in March – assistant technical service manager.
  - d. Requested to the City to change the title from assistant to librarian to get someone with more library experience.
  - e. 1800 people at Candy Land event – the news picked it up and people drove hours to get here – there was an hour wait on one day. Might do registration next year
  - f. Budget meeting with the city yesterday. Anticipating a 5% cut across the state due to the tax cap. Budget submitted will go to the city council meeting 1/27/25.
  - g. Booth at Family Fest this Saturday
  - h. New program staff is doing great and has lots planned for Spring and Summer
  - i. Closed morning of 1/24/25 for PD.
  - j. Went to supervisors meeting before break to ask for more money, will not know until a check is received.
- c. WPL Friends Foundation Report**
  - a. Did not meet
- d. Personnel Committee**
  - a. Did not meet
- e. Ways and Means Committee**
  - a. Did not meet
- f. Legislative Update**
  - a. Did not meet
  - b. May need to look to see if they do need to meet due to legislative session starting.

## **8. ADJOURNMENT**

Marwedel moved to adjourn the meeting. Schultz seconded the motion. Ayes: 6  
Nays:0 Motion carried.

The board adjourned the meeting at 5:53 PM.

**\*\*Minutes submitted by Lela Scott, Board Secretary\*\***