

**Waukee Public Library
Board of Trustees Minutes
Tuesday, July 10, 2018
950 Warrior Lane, Waukee, IA 50263**

1. CALL TO ORDER

Megan Stoullil called the meeting to order at 6:28 p.m.

2. ROLL CALL

Board of Trustees in attendance: Megan Stoullil, Jared Starkweather, Kayt Gabrielson, Miranda Varner, Kelly Huerter, and Colleen Thienes

Liaisons in attendance: Kristine Larson

Board of Trustees not in attendance: Kaba Kayembe

3. APPROVAL OF AGENDA

Gabrielson moved to approve the agenda. Starkweather seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

4. MINUTES FOR APPROVAL

a. Regular Meeting 06-19-18

Gabrielson motioned to approve the minutes. Starkweather seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

5. PUBLIC COMMENTS

None

6. ACTION ITEM – APPROVAL OF BILLS AS ATTACHED

Larson presented the bills.

Gabrielson motioned to approve the bills. Thienes seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

7. ACTION ITEM – ELECT OFFICERS

Stoullil presented open positions; President, Vice President, Treasurer and Secretary.

President: Starkweather motioned to nominate Stoullil. Gabrielson seconded.

Ayes: 7. Nays: 0. Motion carried 7-0.

Vice President: Stoullil motioned to nominate Starkweather. Gabrielson seconded.

Ayes: 7. Nays: 0. Motion carried 7-0.

Treasurer: Starkweather motioned to nominate Kayembe. Gabrielson seconded.

Ayes: 7. Nays: 0. Motion carried 7-0.

Secretary: Stoullil motioned to nominate Gabrielson. Starkweather seconded.

Ayes: 7. Nays: 0. Motion carried 7-0.

8. ACTION ITEM – ELECT COMMITTEES

Stoulil presented committees for members; Personnel Committee, Ways & Means Committee, and Waukee Public Library Friends Foundation (WPLFF) Liaisons. Personnel Committee: Stoulil motioned to nominate Stoulil, Starkweather, and Huerter. Starkweather seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

Ways & Means Committee: Stoulil motioned to nominate Kayembe, Thienes, and Varner. Starkweather seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

WPLFF Liaisons: Stoulil motioned to nominate Stoulil and Varner. Starkweather seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

9. REPORTS

- a. Budget Report: Larson presented the budget report.
- b. Library Director’s Report: Larson presented the Director’s report. 3,000+ books in circulation over LY June; 15% increase. All numbers on summer reading program are strong and above LY. MODUS working on HVAC issues. Quotes for soffit repair in process; all work done is outside the building and should occur this fall. Building should not have to close, more details to come.
- c. Personnel Committee: Did not meet.
- d. WPL Friends Foundation Report: Did not meet.
- e. Ways and Means Committee: Did not meet.
- f. Strategic Plan Update: Larson reported on strategic plan progress.

10. ADJOURNMENT

Starkweather motioned to adjourn the meeting. Thienes seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

Board President Megan Stoulil adjourned the meeting at 6:53 p.m.

**Minutes submitted by Kayt Gabrielson, Secretary

President

Vice President

THE NEXT REGULARLY SCHEDULED LIBRARY BOARD OF TRUSTEES MEETING WILL OCCUR TUESDAY, AUGUST 14, 2018 AT 6:30 P.M.