

**Waukee Public Library
Board of Trustees Minutes
Tuesday, February 12, 2019
950 Warrior Lane, Waukee, IA 50263**

1. CALL TO ORDER

Board Vice President Jared Starkweather called the meeting to order at 6:30 p.m.

2. ROLL CALL

Board of Trustees in attendance: Connie Thienes, Kelli Huerter, Jared Starkweather, and Kaba Kayembe.

Liaisons in attendance: Kristine Larson

3. APPROVAL OF AGENDA

Huerter moved to approve the agenda. Thienes seconded. Ayes: 5. Nays: 0. Motion carried 5-0.

4. MINUTES FOR APPROVAL

a. Regular Meeting 01-08-19

Kayembe moved to approve the agenda. Thienes seconded. Ayes: 5. Nays: 0. Motion carried 5-0.

5. PUBLIC COMMENTS

None

6. ACTION ITEM – APPROVAL OF BILLS AS ATTACHED

Larson presented the bills.

Huerter motioned to approve the bills. Thienes seconded. Ayes: 5. Nays: 0. Motion carried 5-0.

7. ACTION ITEM – APPROVAL OF CHILDREN’S LIBRARIAN JOB DESCRIPTION

Larson presented the job description.

Kayembe motioned to approve the job description. Huerter seconded. Ayes: 5. Nays: 0. Motion carried 5-0.

8. REPORTS

a. Budget Report: Larson presented the Budget Report. Budget and Expenses are tracking well.

b. Library Director’s Report: Larson presented the Director’s Report. The senior librarian position has been re-posted and will be open until February 25th. The first phase of the renovation was completed. The next phase of the renovation (meeting room and lobby) will start in August or September and will be completed in the fall. Part of the ceiling collapsed in the book nook area. Nobody was hurt and the city personnel fixed it by the next day.

c. Personnel Committee: Did not meet.

- d. WPL Friends Foundation Report: Star Wars Trivia will be on March 30th at Global Brew. The Book Sale will take place on April 12th and April 13th.
- e. Ways and Means Committee: Did not meet.
- f. Strategic Plan Update: Seventy five people showed up at the Lessons from the Holocaust event. Thirty five people showed up at the Buxton, Iowa event. Local History Series to start in March.

9. ADJOURNMENT

Huerter motioned to adjourn the meeting. Thienes seconded. Ayes: 5. Nays: 0. Motion carried 5-0.

Board adjourned the meeting at 6:51 p.m.

**Minutes submitted by Kaba Kayembe, Treasurer

President

Vice President

THE NEXT REGULARLY SCHEDULED LIBRARY BOARD OF TRUSTEES MEETING
WILL OCCUR March 12, 2019.