

**\*\*PUBLIC NOTICE\*\***

**WAUKEE PUBLIC LIBRARY**

**BOARD OF TRUSTEES MINUTES**

**6:30 P.M., Tuesday, June 9, 2020**

950 Warrior Lane – Waukee, IA 50263

**\*Due to public health concerns and guidance, in accordance with Iowa Code Sections 21.4(1)(b) and 21.8, this meeting of the Waukee Public Library Board of Trustees will be conducted electronically as holding the meeting in person is impossible or impractical. However, the public is encouraged to access the meeting electronically in the manner specified below.**

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**MINUTES**

**1. CALL TO ORDER**

President Jared Starkweather called the meeting to order at 6:33 p.m.

**2. ROLL CALL**

Board of Trustees in attendance: Kaba Kayembe, Kayt Gabrielson, Connie Thienes, Emily Schultz, Kelli Huerter, Miranda Djukic, and Jared Starkweather

Liaisons in attendance: Kristine Larson

**3. APPROVAL OF AGENDA**

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

**4. MINUTES FOR APPROVAL**

**a. Regular Meeting 03-10-2020**

Schultz moved to approve the minutes. Thienes 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.

Huerter motioned to approve the March bills. Schultz seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

Kayembe motioned to approve the May bills. Schultz seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

## 7. ACTION ITEM – LIBRARY STAFF COMPENSATION PLAN

Board discussed and had amendment to change text from saying FY20 to say FY21. Schultz motion to approve compensation plan with amendment. Huerter seconded. Ayes: 7. Nays: 0. Motion carried 7-0.

## 8. REPORTS

- a. Budget Report: Tracking on budget, no major issues that Kristine can see.
- b. Library Director's Report: Parking lot construction is going well; removed trees last week and adjusted curbside pickup location for construction. Can drive in and out and Kristine has a meeting each Thursday for updates. Should have new entrance by July 1<sup>st</sup> and should be done with circle drive by August 1<sup>st</sup>. Summer reading is going really well with over 900 people signed up since June 1<sup>st</sup>. Curbside deliveries are increasing in number. All staff is back.
- c. Personnel Committee: Did not meet.
- d. WPL Friends Foundation Report: Did not meet.
- e. Ways and Means Committee: Did not meet.

## 9. COVID UPDATE

Kristine is still good with current plan in place. Other metro libraries have pushed back their open date and are currently planning on July 15th. If schools are open this fall, Kristine is thinking the library will need to be open in some limited capacity; no more than 10 occupants, no activities, no meetings, etc. Kristine wants to make it through summer with current plan. Staff is currently separated; wearing masks when talking and walking around. All board members agreed with current plan, appreciated how cautious the library has been and were in support of continuing our current plan.

## 10. ADJOURNMENT

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

Board adjourned the meeting at 7:18 p.m.

\*\*Minutes submitted by Kelli Huerter, Board Member/Treasurer

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President

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Vice President

THE NEXT REGULARLY SCHEDULED LIBRARY BOARD OF TRUSTEES MEETING  
WILL OCCUR JULY 14, 2020.