

****PUBLIC NOTICE****

WAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

6:30 P.M., Tuesday, July 14, 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.**

The meeting shall be conducted via Zoom at the following link or phone numbers:

Join Zoom Meeting

<https://waukee.zoom.us/j/94265722502?pwd=NHVBMzdaZVkrSm1uN2VJUlhHNmd2QT09>

Meeting ID: 942 6572 2502 Password: 332554

All persons wishing to observe or participate in this meeting may do so via Zoom or telephone. Please contact the Library Director at 978-7931 or klarson2@waukee.org if you have questions or electronic accessibility issues.

MINUTES

1. CALL TO ORDER

President Jared Starkweather called the meeting to order at 6:34 p.m.

2. ROLL CALL

Board of Trustees in attendance: Kaba Kayembe, Connie Thienes, Emily Schultz, Michelle Henderson, Miranda Djukic, and Jared Starkweather

Liaisons in attendance: Kristine Larson

3. APPROVAL OF AGENDA

Thienes moved to approve the agenda. Schultz seconded. Ayes: 6. Nays: 0. Motion carried 6-0.

4. MINUTES FOR APPROVAL

a. Regular Meeting 06-09-2020

Schultz moved to approve the minutes. Djukic seconded. Ayes: 6. Nays: 0. Motion carried 6-0.

5. PUBLIC COMMENTS None

6. ACTION ITEM – APPROVAL OF BILLS AS ATTACHED Larson presented the bills.

Djukic motioned to approve the June bills. Thienes seconded. Ayes: 6. Nays: 0. Motion carried 6-0.

7. ACTION ITEM – SELECT OFFICERS

Henderson nominated Schultz to Treasurer. Kayambe seconded. Ayes: 6. Nays: 0.
Motion carried 6-0.

8. ACTION ITEM – SELECT COMMITTEES

Thienes nominated Henderson to Personnel committee. Djukic seconded. Ayes: 6.
Nays: 0
Motion carried 6-0.

9. DISCUSSION ITEM – LIBRARY REOPENING PLAN Larson presented the plan. We are currently in Phase 1. Recommendation is to continue watching community spread and stay in phase 1. Staff Safety Plan developed.

10. DISCUSSION ITEM – LIBRARY ANNUAL ACTION PLAN

Larson outlined priorities for 2020-2021.

11. REPORTS

- a. Budget Report: Fiscal year ended in June, still getting some invoices, but officially into 2021 budget spending. Budget is looking good – evening out some savings vs some unexpected expenses.
- b. Library Director’s Report: Parking lot update – finished paving the back parking lot and loop. Do not yet have permeable pavers in for staff parking. Estimated finish is several weeks ahead of schedule. Should not need to close down curbside pickup again due to parking lot renovations. Have had over 1,000 people sign up for summer reading. New plaques for outside library. Online programs doing very well.
- c. Personnel Committee: Did not meet.
- d. WPL Friends Foundation Report: Did not meet.
- e. Ways and Means Committee: Did not meet.
- f. COVID update – covered in reopening plan.

12. ADJOURNMENT

Schultz motioned to adjourn the meeting. Henderson seconded. Ayes: 6. Nays: 0.
Motion carried 6-0.
Board adjourned the meeting at 7:35 p.m.

**Minutes submitted by Emily Schultz, Board Member

President

Vice President

THE NEXT REGULARLY SCHEDULED LIBRARY BOARD OF TRUSTEES MEETING
WILL OCCUR AUGUST 11, 2020.