

****PUBLIC NOTICE****

WAUKEE PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

6:30 P.M., Tuesday, February 9, 2021

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:

Meeting <https://waukee.zoom.us/j/93876824295?pwd=eUJNdEY0TTF1N1BYRki2a254WHNaZz09>

MeetingID: 938 7682 4295

Passcode: 758186

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: Emily Schultz, Miranda Djukic, Kaba Kayembe, Michelle Henderson, Kayt Gabrielson and Jared Starkweather

Trustees not in attendance: Connie Thienes

Liasions in attendance: Kristine Larson

3. APPROVAL OF AGENDA

Kayembe moved to approve the agenda. Djukic seconded. Ayes: 6. Nays: 0. Motion carried 6-0.

4. MINUTES FOR APPROVAL

a. Regular Meeting 01-12-2020

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

5. PUBLIC COMMENTS

None

6. ACTION ITEM – APPROVAL OF BILLS AS ATTACHED

Larson presented bills.

Roof repair, kids programming supplies, display shelves included in bills this month.

Gabrielson motioned to approve the bills. Schultz seconded. Ayes: 6. Nays: 0. Motion carried 6-0.

7. ACTION ITEM – APPROVAL OF LIBRARY REOPENING

Prepared to re-open February 10 with limited access; 10 people limit for 20 minute visit max. Curbside pickup continues.

Schultz moved to approve the reopening. Henderson seconded. Ayes: 6. Nays: 0. Motion carried 6-0.

8. REPORTS

a. Budget Report: Tracking at about 50% for budget with less than half a year left in budget year. Most unplanned expenses had been for COVID; but most other items are in line with what was expected.

b. Library Director's Report: Circulation has been steady. Digital marketing interviews this week - 14 candidates interviewing. Eliza was on news promoting craft bags, drove multiple calls into the library for more information. City budget to be approved March 15. Summer programs will be virtual, no in-person programming, planning being done now.

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: No update.

9. ADJOURNMENT

Henderson motioned to adjourn the meeting. Gabrielson seconded. Ayes: 6. Nays: 0. Motion carried 6-0.

Board adjourned the meeting at 7:09 p.m.

**Minutes submitted by Kayt Gabrielson, Secretary

President

Vice President

THE NEXT REGULARLY SCHEDULED LIBRARY BOARD OF TRUSTEES MEETING
WILL OCCUR MARCH 9, 2021.