

****PUBLIC NOTICE****

WAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES

6:30 P.M., Tuesday, May 11, 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:

Zoom Meeting

<https://waukee.zoom.us/j/84996006038?pwd=N1hzOUVjS2dZbGhUa2MvL1FqaVB5dz09>

Meeting ID: 849 9600 6038

Passcode: 420925

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 6:37 p.m.

2. ROLL CALL

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

Trustees not in attendance: Kayt Gabrielson

Liaisons in attendance: Kristine Larson

3. APPROVAL OF AGENDA

Henderson moved to approve the agenda. Thienes seconded. Ayes: 5. Nays: 0.

Motion carried 5-0.

4. MINUTES FOR APPROVAL

Thienes moved to approve the minutes. Djukic seconded. Ayes: 5. Nays: 0.

Motion carried 5-0.

5. PUBLIC COMMENTS ON MATTERS WITHIN THE BOARD'S JURISDICTION

None

6. ACTION ITEM – APPROVAL OF BILLS

Kayembe moved to approve the bills. Henderson seconded. Ayes: 5. Nays: 0.

Motion carried 6-0.

7. ACTION ITEM – APPROVAL OF COPY/PRINTING COST

Kayembe moved to approve the copy/printing cost of 10 cents per page. Henderson seconded. Ayes: 5.

Nays: 0.

Motion carried 5-0.

8. REPORTS

- a. **Budget Report:** More spending a bit on summer reading. Budget looks good for time of year.
- b. **Library Director's Report:**
 - Summer Reading promotion has started. Challenge runs June 1st through July 31st. Bingo challenge in August.
 - Interviews for PSA position this week. New PSA starts next week along with some summer youth staff.
 - State Library offering grants of \$5,000, will apply and use money for ebooks.
 - April library traffic 96 patrons per day, up from March. Road construction continues to be an issue limiting patrons.
 - Library hours will expand to 10:00am to 6:00pm starting June 1st.
 - Landscaping being completed on parking lot project.
 - City administrator announced plans to retire in spring of 2022.
 - IT issues mainly resolved. Computers and printers now functional for patrons. Vendor chosen by IT Director was not approved by Library Director. Library does now have separate internet connection and will opt out of city's ClearPass project.
- 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: Plans remain to reopen to full original hours starting September 7th. In-person programming still TBD.

10. ADJOURNMENT

Kayembe motioned to adjourn the meeting. Henderson seconded. Ayes: 6. Nays: 0.

Motion carried 6-0.

Board adjourned the meeting at 6:57 p.m.

Minutes submitted by Kristine Larson, filling in for Kayt Gabrielson, secretary.

President

Vice President

THE NEXT REGULARLY SCHEDULED LIBRARY BOARD OF TRUSTEES MEETING WILL OCCUR JUNE 8, 2021.