



WAUKEE
PUBLIC
LIBRARY

****PUBLIC NOTICE****

WAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Tuesday, July 15, 2022 – 5:30 PM

950 S. Warrior Lane – Waukee, IA 50263

Join Zoom Meeting - Meeting ID: 822 4141 7796 - Passcode: 995848

<https://waukee.zoom.us/j/82241417796?pwd=VjgrSFpkejNHVG9QZFh6LytWnXhzZz09>

MINUTES

1. CALL TO ORDER
Henderson called the meeting to order at 6:32 p.m.
2. ROLL CALL
Board of Trustees in attendance: Kayt Gabrielson, Connie Thienes, Micki Henderson, Miranda Djukic, Anna Eichhorn
Trustees not in attendance: Kaba Kayembe, Melissa Marwedel
Liaisons in attendance: Kristine Larson
3. APPROVAL OF AGENDA
Thienes moved to approve agenda. Gabrielson seconded. Ayes: 5, Nays: 0. Motion carried 5-0.
4. MINUTES FOR APPROVAL
a. Meeting 6-14-2022
Minutes not available for approval.
5. PUBLIC COMMENTS ON MATTERS WITHIN THE BOARD’S JURISDICTION
Bonnie Crispin requested the library be a permanent location for congregate meals Monday through Friday in the Coal Mine Meeting Room. The Board referred the decision to the library staff as a matter of Meeting Room Policy.
6. ACTION ITEM – APPROVAL OF BILLS
Gabrielson motioned to approve the bills. Djukic seconded. Ayes: 5, Nays: 0. Motion carried 5-0.
7. ACTION ITEM – APPOINTMENT OF OFFICERS AND COMMITTEES
Gabrielson motioned to approve the appointment of officers and committees; President: Kayembe, Vice President: Henderson, Treasurer: Eichhorn, Secretary: Thienes; Personnel Committee: Kayembe, Henderson, Djukic; Ways & Means Committee: Marwedel, Eichhorn, Thienes; WPLFF Liaisons: Thienes, Djukic. Thienes seconded. Ayes: 5, Nays: 0. Motion carried 5-0.
8. REPORTS
 - a. Budget Report
 - Closing out the fiscal year, less than 6% of budget left. No major unexpected expenses occurred.
 - b. Library Director’s Report
 - Staffing update – several permanent PT positions are currently open.
 - Construction update– new library driveway should be open in August.
 - Summer Reading – ends July 30th, August Bingo is planned.

- Director working on end of year reports for state library.
 - Library staff working on fall program planning.
 - Library is increasing number of outreach visits to various Waukee locations.
 - Library will have a booth at the Art Festival with a craft for all ages.
 - Book checkouts were up 1,000 in June 2022 compared to June 2019.
 - Library programming continues to be very well attended.
- c. Personnel Committee
Did not meet.
- d. WPL Friends Foundation Report
- Next meeting is August 2 at 6 p.m.
- e. Ways and Means Committee
Did not meet.

9. ADJOURNMENT

Gabrielson moved to adjourn at 6:15 p.m. Djukic seconded. Ayes 5. Nays: 0.

THE NEXT REGULARLY SCHEDULED LIBRARY BOARD OF TRUSTEES MEETING WILL OCCUR August 9, 2022.

*Pursuant to §21.4(2) of the Code of Iowa (2021), the City has the right to amend this agenda up until 24 hours before the posted meeting time.

The City of Waukee is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required, please contact the Library Director at least 48 hours in advance at 978-7931 or email klarson2@waukee.org to have reasonable accommodations provided.

***Pursuant to §21.2 of the Code of Iowa (2021), the term “meeting” is defined as “a gathering in person or by electronic means, formal or informal, of a majority of the members of a governmental body where there is deliberation or action upon any matter within the scope of the governmental body’s policy-making duties.” This is not a planned regular or special meeting of the Waukee City Council. It is, however, a meeting of the Waukee Public Library Board of Trustees where three or more council members may be present and where policy may be discussed. If such a meeting shall take place, “the nature of the good cause justifying the departure from the normal requirements (of 24 hr notice by posting) shall be stated in the minutes.”**