

Waukee Public Library
Board of Trustees Minutes
Tuesday, April 11, 2023
950 Warrior Lane, Waukee, IA 50263

1. CALL TO ORDER

President Kaba Kayembe called the meeting to order at 5:31 PM.

Melissa Marwedel moved to proceed with the meeting; seconded by Connie Thienes

2. ROLL CALL

Board of Trustees members in attendance: Kaba Kayembe, Connie Thienes, Melissa Marwedel, Anna Eichhorn, Kayt Gabrielson, Anna Eichhorn. Liaisons in attendance: Kristine Larson

3. APPROVAL OF AGENDA

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

4. MINUTES FOR APPROVAL - Regular meeting 02/14/2023

Gabrielson moved to approve the minutes. Marwedel seconded. Ayes: 6 Nays: 0. Motion carried.

5. PUBLIC COMMENTS - None

6. ACTION ITEM – APPROVAL OF BILLS – February & March

The largest budgeted expenditures for the past 2 months were for books and programs. Operating expenditures were as budgeted.

Marwedel moved to approve the bills. Thienes seconded. Ayes: 6 Nays: 0. Motion carried.

7. REPORTS

a. Budget Report – Approximately 30% of the budget remains with 3 months remaining in the fiscal year. The budget is on track to be even at the end of the fiscal year.

b. Library Directors Report

- Memory kits have been purchased for outreach to Alzheimer’s and dementia patients.
- The library bicycle will be used for outreach events planned for this spring/summer.
- The library is adding another date for story time programs as the current program has been very popular.
- Two LGBTQ+ programs are planned for June (Pride Month).
- Library programs have been doing well. There is a noticeable increase in participation.
- Library staff recently completed CPR training.
- The open library positions have been filled.

- The library will implement a new staff scheduling system that links to the City of Waukee scheduling program.
- The acrylic partitions at the front desk checkout area will be removed.
- The building's roof will be replaced this summer.

c. Personnel Committee – did not meet

d. WPL Friends Foundation Report

- The Foundation's Flower Power fundraiser has brought in \$587 to date. The fundraiser will be active through May 15th.
- A new member was added – Julie Jolesch Rice.
- The Book Sale is scheduled for May 19th & 20th. An email to recruit volunteers will be sent the last week of April.

e. Ways and Means Committee – will meet after the Board of Trustees meeting to review changes to 2 policies.

8. ADJOURNMENT

Marwedel moved to adjourn the meeting. Thienes seconded. Ayes: 6 Nays: 0. Motion carried.

Board adjourned the meeting at 5:47 PM.

****Minutes submitted by Connie Thienes, Board Secretary****

President

Vice President