

Waukee Public Library
Board of Trustees Minutes
Tuesday, April 9, 2024
950 Warrior Lane, Waukee, IA 50263

1. CALL TO ORDER

President Micki Henderson called the meeting to order at 5:31 PM.

2. ROLL CALL

Board of Trustees members in attendance: Micki Henderson, Melissa Marwedel, Anna Eichhorn, Connie Thienes, Anna Phelps. Liaisons in attendance: Kristine Larson, Library Director

3. APPROVAL OF AGENDA

Eichhorn moved to approve the agenda. Thienes seconded. Ayes: 5 Nays: 0. Motion carried.

4. PRESENTATION

Brad Deets, City Administrator, reviewed strategic priorities for the City of Waukee for the 2023/24 fiscal year and discussed the need for a special census due to the city's high growth rate.

5. MINUTES FOR APPROVAL – Regular meeting 3/19/2024

Marwedel moved to approve the minutes. Eichhorn seconded. Ayes: 5 Nays: 0. Motion carried.

6. PUBLIC COMMENTS – None

7. ACTION ITEM – APPROVAL OF BILLS

The largest expenditure categories during the most recent period were for Library Books/Films (\$3,735) and the Summer Reading Program (\$3,316). There was an unexpected expenditure for fire panel repair (\$1,148), otherwise, all other invoices were for planned expenditures.

Thienes moved to approve the bills. Eichhorn seconded. Ayes: 5 Nays: 0. Motion carried.

8. REPORTS

a. Budget Report – 29% of the budget remains for the final months of the fiscal year. The budget is on track for variable expenses, however, there were expenditures for unexpected building repairs throughout the year. Although building and custodial expenses have been higher than anticipated, unused funds budgeted for open positions will likely offset them.

b. Director's Report

- The Teen Librarian position is still open, but there have been a number of applicants
- The Shelver position is about to be filled
- Ten new seasonal staff for summer have been hired
- New cubicles for library staff have been installed

- c. Personnel Committee – did not meet

- d. WPL Friends Foundation Report
 - The Flower Power fundraiser has raised \$327 to date
 - Taxes for the Foundation were submitted via postcard this year
 - Tote bags have been ordered for a promotion for the Book Sale in May

- e. Ways and Means Committee – did not meet

- f. Legislative Update – did not meet

9. ADJOURNMENT

Marwedel moved to adjourn the meeting. Eichhorn seconded. Ayes: 5 Nays: 0. Motion carried.

Board adjourned the meeting at 6:24 PM.

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

President

Vice President