

Waukee Public Library
Board of Trustees Minutes
Tuesday, February 11, 2025
950 Warrior Lane, Waukee, IA 50263

1. CALL TO ORDER

Micki Henderson called the meeting to order at 5:35 p.m.

2. ROLL CALL

The following Board of Trustees members in attendance: Lela Scott, Melissa Marwedel, Micki Henderson, Emily Schultz, David Meyer, and Anna Eichhorn remotely. Anna joined in person at 5:42 pm.

Not in Attendance: Darcy Burnett

Liaisons in Attendance:

- Kristine Larson – Library Director
- Lacey Partlow – Technical Services Manager
- Other? _____

3. APPROVAL OF AGENDA

Meyer moved to approve the agenda. Schultz seconded the motion. Ayes: 6 Nays: 0 Motion carried.

4. MINUTES FOR APPROVAL

- a. Meeting 1-14-2024

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

5. PUBLIC COMMENTS

- a. No public comment

6. ACTION ITEM – APPROVAL OF INVOICES

- a. Looks like more this month, just how the dates fall – couple that are January and February bills

Scott moved to approve invoices. Schultz seconded the motion. Ayes: 6 Nays: 0 Motion carried.

7. REPORTS

a. Budget Report

- a. Past 50% mark of the year
- b. On track
- c. Goes for approval in March, had the work session and all looked fine
- d. Made contingencies in case there is a 5% decrease in the budget

b. Library Director's Report

- a. Fourth week with Lacey – doing a great job
- b. Working on summer reading program
- c. Next week interviewing for Technical Services Librarian
- d. Staff Development Day was great with great engagement from staff
- e. Next Staff PD is 4/11
- f. Building issues – electrical, lighting, plumbing has been an issue
- g. Fire panel replacement project is coming up, will have to close the library for two days to complete
- h. Will be removing little kids’ bathroom and turning it into a nursing room
- i. Closed Monday for Presidents’ Day
- j. Tomorrow school is closed so will be canceling programs as well.

c. WPL Friends Foundation Report

- a. Schultz and Meyer attended
- b. Chamber membership for WPL
- c. Christmas Tree received good donations, good turnout
- d. Previous secretary left, new one is getting access to all the things
- e. No book sale this year, looking into flower fundraiser for the spring
- f. Have a new vendor for the adventure pass – will be making a website for all libraries to link to the website to make the process easier – Grimes Library is coordinating it all
 - i. Asked foundation for seed money for the new adventure pass platform – \$2500.00 and it was given

d. Personnel Committee

- a. Did not meet
- b. Need to meet in April 2025

e. Ways and Means Committee

- a. Did not meet

f. Legislative Update

- a. Did not meet
- b. Several bills which effect libraries was given – attach to notes
- c. Still very early in the session

8. ADJOURNMENT

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

The board adjourned the meeting at 5:49 PM.

****Minutes submitted by Lela Scott, Board Secretary****