

Waukee Public Library  
Board of Trustees Minutes  
Tuesday, June 10, 2025  
950 Warrior Lane, Waukee, IA 50263

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**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 were in attendance: Lela Scott, Micki Henderson, Melissa Marwedel, and Emily Schultz

**Not in Attendance:** Darcy Burnett, Anna Eichhorn and David Meyer

**Liaisons in Attendance:**

☒ Kristine Larson – Library Director

☐ Other? \_\_\_\_\_

**3. APPROVAL OF AGENDA**

Marwedel moved to approve the agenda. Schultz seconded the motion. **Ayes: 4 Nays: 0 Motion carried.**

**4. MINUTES FOR APPROVAL**

a. Meeting 05-13-2025

Scott moved to approve the minutes. Marwedel seconded the motion. **Ayes: 4 Nays: 0 Motion carried.**

**5. PUBLIC COMMENTS**

a. No public comment

**6. ACTION ITEM – APPROVAL OF INVOICES**

- a. Heavier month – summer program items and building things
- b. Fire panel replacement project – all accounted for in the budget but does make this month look higher
- c. Old security system – sometimes cameras clunk out – got two of them replaced
- d. Ant spray purchased, pest control is here once a month but keeps a supply on hand for in-between sprays.
- e. Central Iowa Library Map Illustration - \$200.00 – illustrator will start working on it in July
- f. Water station machine that refills water bottles added in staff area
- g. Roughly 250 library cards a month – cards purchased should last several years

Scott moved to approve the invoices. Schultz seconded the motion. **Ayes: 4 Nays: 0 Motion carried.**

**7. REPORTS**

a. Budget Report

- a. Will not be over budget
- b. Will be close to spending total budget – if we do not it goes back to the city – does not dictate budget for next year

**b. Library Director's Report**

- a. Summer reading in full swing – 2500 people signed up already, ahead of numbers for last year.
- b. 4,000 people in the building last week
- c. 1700 people at the Mario Adventure Room
- d. May circulation was up 8% from last year
- e. Adventure Pass is back, some glitches but working
- f. Hot Collection has started this week – own signage and area
- g. Three people complimented PRIDE Month display
- h. Facebook comment – woman was not a reader growing up and did not enjoy it – the summer reading program has made it fun and has gotten her engaged

**c. WPL Friends Foundation Report**

- a. No meeting in July
- b. Having a booth at the Arts Festival – selling T-Shirts and Tote Bags

**d. Personnel Committee**

- a. Did meet after last month's meeting
- b. Presented her with her review, she signed and submitted to City

**e. Ways and Means Committee**

- a. Did not meet.

**f. Legislative Update**

- a. Did not meet.
- b. Next thing the State Library will reduce library delivery from two to one day a week
- c. Everything is stable until next year

**8. ADJOURNMENT**

Shultz moved to adjourn the meeting. Scott seconded the motion. **Ayes: 4 Nays: 0 Motion carried.**

The board adjourned the meeting at 5:51 PM.

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