

Waukee Public Library  
Board of Trustees Minutes  
Tuesday, September 9, 2025  
950 Warrior Lane, Waukee, IA 50263

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**1. CALL TO ORDER**

Micki Henderson called the meeting to order at 5:31 p.m.

**2. ROLL CALL**

The following Board of Trustees members were in attendance: Emily Schultz, Micki Henderson, David Meyer, Alyssa Young, Melissa Marwedel and Darcy Burnett. Lela Scott attended virtually.

**Not in Attendance:**

**Liaisons in Attendance:**

- ☒ Kristine Larson – Library Director
- ☐ Other? \_\_\_\_\_

**3. APPROVAL OF AGENDA**

Schultz moved to approve the agenda. Burnett seconded the motion. **Ayes: 7 Nays: 0 Motion carried.**

**4. MINUTES FOR APPROVAL**

- a. Meeting 08-12-2025

Burnett moved to approve the minutes. Meyer seconded the motion. **Ayes: 7 Nays: 0 Motion carried.**

**5. PUBLIC COMMENTS**

- a. No public comment.

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

- a. Nothing out of the ordinary – basic stuff
- b. Books typically get ordered in July/August – typically when books are being published and released.
- c. Online resources kick-in during this timeframe
- d. Lawncare two days in a row for the same price – two different invoices, but only once a month, might have messed up on the dates.
- e. Duplicate is printer lease

Schultz moved to approve the invoices. Marwedel seconded the motion. **Ayes: 7**  
**Nays: 0 Motion carried.**

## **7. REPORTS**

### **a. Budget Report**

- a. Early in budget season – nothing out of the ordinary.
- b. Looking good.
- c. Workers Comp on this report – nothing to be done, premiums.

### **b. Library Director's Report**

- a. DMPS partnership with DSM Library, their version of digital scholar – 7-12 graders school ID doubles as their library card.
  - i. The article published in DSM Register about this was written in a way that says this is their attempt at working around the new book laws.
- b. Waukee started Waukee's in 2017 for online resources – Waukee stopped this at the beginning of last year – due to the new laws.
- c. New State Librarian announced – she had been the interim.
- d. More mental health illness being seen in Waukee and has an unhoused individual frequenting.
  - i. An individual who left a 10-page handwritten note – Director reached out to the police.
  - ii. He's leaving these notes and also trying to give them to others
  - iii. No major issues outside of this.
  - iv. Library does provide training on how to respond during these situations.
- e. Teens pushing boundaries
- f. Working on technology updates this week – hopeful to finish this week.
- g. Metro Library Directors coordinating a training for Wednesday the 22<sup>nd</sup> of October – Legislative Advocacy
- h. Next Week – Dallas County Library Directors Meeting
- i. City Manager coming to board meeting to update on Waukee on November 11<sup>th</sup>.
- j. Library Card Sign up Month happening now

### **c. WPL Friends Foundation Report**

- a. T-Shirt Sales – link is on library website and QR codes in the library
- b. Fundraising in the fall – working on sending out letters
  - i. Next meeting will work on getting the letters done – taking names off the letters this year – 1400 letters
- c. Rotary is interested in donating a book – it's a go. Meyer will send them updates on library and how to donate/support the library.

**d. Personnel Committee**

- a. Did not meet.

**e. Ways and Means Committee**

- a. Did not meet.

**f. Legislative Update**

- a. Did not meet.

**8. ADJOURNMENT**

Henderson moved to adjourn the meeting. Schultz seconded the motion. **Ayes: 7**  
**Nays: 0 Motion carried.**

The board adjourned the meeting at 5:56 PM.

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