

Waukee Public Library
Board of Trustees Minutes
Tuesday, October 14, 2025
950 Warrior Lane, Waukee, IA 50263

1. CALL TO ORDER

David Meyer called the meeting to order at 5:41 p.m.

2. ROLL CALL

The following Board of Trustees members were in attendance: Alyssa Young, Melissa Marwedel, Darcy Burnett, and David Meyer.

Not in Attendance: Micki Henderson, Emily Schultz, Lela Scott

Liaisons in Attendance:

- ☒ Kristine Larson – Library Director
☐ Other? _____

3. APPROVAL OF AGENDA

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

4. MINUTES FOR APPROVAL

- a. Meeting 09-09-2025

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

5. PUBLIC COMMENTS

- a. No public comment.

6. ACTION ITEM – APPROVAL OF INVOICES

- a. Nothing out of the ordinary

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

7. ACTION ITEM – APPROVAL OF FY25 STATE LIBRARY ANNUAL SURVEY

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

8. REPORTS

a. Budget Report

- a. Budget – nothing out of the ordinary.

b. Library Director's Report

- a. Coal Mine & Waukee Meeting Room technology upgrades in conference technology still in progress. Issues with the technology system.
- b. Oct 22nd is the Metro Trustee Training meeting at Clive Library at 6pm. Should be recorded so we can watch later if you can't make it.
- c. Lots of programs this month and through the Fall.
- d. New art gallery exhibits each month through December
- e. Three PT Public Service Assistant positions open currently
- f. Adding Blue Zoo Aquarium to Adventure Pass line up
- g. Adult Librarian was on Waukee podcast last week, Teen Librarian will be next
- h. Dallas County Extension interview today

c. WPL Friends Foundation Report

- a. Next Meeting, November 4th
- b. T-shirts on sale through November 10th
- c. Sent out fundraising letter in October to 1,400 people
Rotary members helped with stuffing envelopes, took 1 hour

d. Personnel Committee

- a. Did not meet.

e. Ways and Means Committee

- a. Will meet following meeting.

f. Legislative Update

- a. Did not meet.

9. ADJOURNMENT

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

The board adjourned the meeting at 6:00 PM.

****Minutes submitted by Kristine Larson for Lela Scott, Board Secretary****