

Waukee Public Library  
Board of Trustees Minutes  
Tuesday, January 13, 2026  
950 Warrior Lane, Waukee, IA 50263

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**1. CALL TO ORDER**

Micki Henderson called the meeting to order at 5:33 p.m.

**2. ROLL CALL**

The following Board of Trustees members in attendance: Darcy Burnett, Melissa Marwedel, David Meyer, Lela Scott and Micki Henderson.

**Not in Attendance:** Emily Schultz and Alyssa Young

**Liaisons in Attendance:**

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

**3. APPROVAL OF AGENDA**

Burnett moved to approve the agenda. Meyer seconded the motion. Ayes: 5  
Nays: 0 Motion carried.

**4. MINUTES FOR APPROVAL**

- a. Meeting 12.9.25

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

**5. PUBLIC COMMENTS**

- a. No public comment

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

- a. Program supplies
- b. Starting to plan for summer
- c. Renew hot spots once a year – always used or on hold.

Burnett moved to approve invoices. Marwedel seconded the motion. Ayes: 5  
Nays: 0 Motion carried.

**7. REPORTS**

**a. Budget Report**

- a. More than halfway through the fiscal year – right on track.

- b. Tuition reimbursement, city implemented a tuition reimbursement program for staff – needs to be for education for a job within the city as a retention initiative. Need to stay two years to not have to pay it back, two years with the city, not just with current employer.

**b. Director's Report**

- a. Met with Brad in Finance about our budget for next fiscal year – went through proposal, he said it looked good and the position we asked for (outreach from part time to full time outreach librarian)
- b. Lots of programs this month
- c. Almost 1600 people for Candy Land last week
- d. Winter Reading program all month
- e. New gas meter needed due to MidAmerican switch
- f. Snacks and Facts was with City Administrator – good turn out and productive time
- g. All eyes on the legislation session
- h. Teen Librarian position – have not received their final end date so cannot post position yet. If you know anyone, send them our way.

**c. WPL Friends Foundation Report**

- a. Did not meet
- b. Will meet February 3<sup>rd</sup>

**d. Personnel Committee**

- a. Did not meet

**e. Ways and Means Committee**

- a. Did not meet

**f. Legislative Update**

- a. Day 2, no updates yet
- b. Will need all voices

**8. ADJOURNMENT**

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

The board adjourned the meeting at 5:58 PM.

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