

Waukee Public Library  
Board of Trustees Minutes  
Tuesday, July 11, 2023  
950 Warrior Lane, Waukee, IA 50263

---

1. CALL TO ORDER

Vice President Micki Henderson called the meeting to order at 5:36 PM.

2. ROLL CALL –

Board of Trustees members in attendance: Micki Henderson, Connie Thienes, Melissa Marwedel, Anna Eichhorn, Miranda Djukic. New Board members: **David Meyer** and **Anna Phelps**. Liaisons in attendance: Kristine Larson

3. APPROVAL OF AGENDA

Marwedel moved to approve the agenda. Thienes seconded. Ayes: 7 Nays: 0. Motion carried.

4. MINUTES FOR APPROVAL - Regular meeting 06/13/2023

Meyer moved to approve the minutes. Eichhorn seconded. Ayes: 7 Nays: 0. Motion carried.

5. PUBLIC COMMENTS – None

6. ACTION ITEM – APPROVAL OF BILLS

There were very few invoices for the month of June as it was the end of the fiscal year. The largest expenditures were for:

- Books, Audio Books, DVDs
- eBook renewal
- World Books online resource annual subscription

Thienes moved to approve the bills. Marwedel seconded. Ayes: 7 Nays: 0. Motion carried.

7. ACTION ITEM – APPOINTMENT OF OFFICERS

New officers for the 2023/2024 fiscal year were appointed via Board discussion. The following officer selections were made:

- President – Micki Henderson
- Vice President – Melissa Marwedel
- Treasurer – Anna Eichhorn
- Secretary – Connie Thienes

The Board, as a group, moved to approve these selections. Ayes: 7 Nays: 0. Motion carried.

8. ACTION ITEM – APPOINTMENT OF COMMITTEES

New committee assignments were made via Board discussion. The following committee appointment selections were made:

- Personnel Committee: Micki Henderson, Connie Thienes, Melissa Marwedel
- Ways and Means Committee: Micki Henderson, David Meyer, Anna Phelps
- WPLFF Liaisons: Miranda Djukic, Anna Eichhorn

## 9. REPORTS

- a. Budget Report – Approximately 6% of the budget remained at the end of the 2022/2023 fiscal year. The budget for 2023/2024 has been approved by the city of Waukee. The new budget has a small increase due to inflationary costs.
  
- b. Library Directors Report
  - Summer Reading Challenge participation has returned to 2019 levels with 3,000 patrons signed up as of 7/11/2023.
  - The Library will have a booth at the Waukee Arts Festival on Saturday, July 15<sup>th</sup>.
  - The Public Services Manager position has been filled.
  - The part-time Programming position has been filled. The Library is now fully staffed.
  - A minor power outage impacting a portion of Waukee on July 11<sup>th</sup> brought down the Library’s HVAC system. The issue was resolved later in the day.
  - The sliding partition in the program room is broken. In addition to seeking a resource for a temporary repair, Kristine is seeking quotes for replacement.
  - Kristine has been working on end of year State reports.
  - The Library received an Open Records Request from a new reporter at the Des Moines Register. Other libraries in the western suburbs also received the request. The purpose of the request was not stated.
  
- c. Personnel Committee – did not meet
  
- d. WPL Friends Foundation Report – did not meet
  
- e. Ways and Means Committee – did not meet

## 10. ADJOURNMENT

Djukic moved to adjourn the meeting. Phelps seconded. Ayes: 7 Nays: 0. Motion carried.  
 Board adjourned the meeting at 6:11 PM.

**\*\*Minutes submitted by Connie Thienes, Board Secretary\*\***

---

President

---

Vice President