



WATERLOO PUBLIC LIBRARY—Board of Trustees Regular Meeting Minutes—July 11, 2024—12:00 PM—Conference Room
Submitted by Kim Chapman

Members present: Cindy Wells, Larry Bjortomt, Emily Hanson (Zoom), Lynn LaGrone, John Berry
Members absent:
Others present: David Eckert, Lori Petersen, Amy Rousselow, Jillian Rutledge, Dusty Sanboeuf, Kim Chapman, Carolyn Sallis
Council Liaisons: Dave Boesen, Rob Nichols (Zoom)

Join Zoom Meeting

<https://us06web.zoom.us/j/85951937817?pwd=zPxSbx3yUHxKpJeF5YcPfXTlsaZZ4O.1>

Meeting ID: 859 5193 7817

Passcode: 238838

- I. **Call to Order**—the regular meeting of the Waterloo Public Library Board of Trustees was called to order by President Cindy Wells at 12:01 PM.
- II. **Approve Agenda**—*motion by John Berry, second by Larry Bjortomt to approve the agenda as presented.* Motion carried.
- III. **Oral Comments of Board Members, Staff and the Public**—new Board members Lynn LaGrone and Emily Hanson were introduced. Lynn is the provost and vice president of academic affairs at Hawkeye Community College; Emily is the executive director at the Black Hawk County Gaming Association.
- IV. **Approval of Minutes**—*motion by John Berry, second by Larry Bjortomt to approve the June 13, 2024, Regular Meeting minutes as presented.* Motion carried.
- V. **Financials**
 - a. Updates—most of the general fund was spent for FY24 with some remaining personnel funds. Personnel budgeting is done by the finance office; the library does not control that.
 - b. *Motion by John Berry, second by Larry Bjortomt to approve payment for the June 2024 regular and gift bills as presented.* Motion carried.
- VI. **Statistical/Usage Report**—David pointed out some statistics: customer count is up; programming attendance has increased; 1500 kids have signed up for the summer program; circulation, including open access is up; youth desk reference and customer service questions are up; materials added to the collection are up; programming attendance is up.
- VII. **Director's Report**

a. Informational Updates

- i. Miscellaneous—a youth wishlist has been created for furniture for the new area; one donor has given \$5,000 for a Lego table; another donor has given \$1,000 toward a lighted magna tiles table. A small grant, through Storey Kenworthy, is being written. Cedar Valley Woodworkers continue building the new circulation desk. They will bring it in the last week of July to acclimate it to the library “weather” and will begin installation the first part of August. Materials are around \$5,000 for the desk, but the woodworkers’ labor is with no charge.

There are a couple of items still not complete in the youth project: the alarm for the door on the east side; two special boards. There is a small gap in the teen wall. We’ve received a lot of great compliments on the new areas.

b. Collective Department Report—included in the packet.

c. Referred for Board Action

i. Travel

1. David Eckert, Library Advocacy & Funding Conference, July 24-July 26, Virtual, \$314.25—*motion by John Berry, second by Lynn LaGrone*. Motion carried.
2. Josée Varboncouer, ILA Leadership Institute, July 31-August 2, 2024, Ames, IA, Use of City Car, \$300—*motion by John Berry, second by Lynn LaGrone*. Motion carried.

- ii. Election of Officers—*motion by Lynn LaGrone, second by Emily Hanson to affirm the slate of officers: Cindy Wells, President; John Berry, Vice President; Larry Bjortomt, Secretary*. Motion carried.

- iii. Set FY25 Meeting Dates—*motion by Larry Bjortomt, second by John Berry to set meeting dates for second Thursday of the month at noon, except for August and December when there will be no meetings*. Motion carried.

VIII. **Unfinished Business**

- a. Advocacy Update (Cindy Wells)—Cindy reported the levy information has been sent to the Board members, the City Council and the County Board of Supervisors. She asks that everyone send out the information. Timi Brown-Powers is working with the League of Cities. Cindy and Billie have spoken at different organizations’ meetings. The goal is to prove to the legislators the consequences of their votes; the new bill that will be introduced is to revert the action of the legislative vote. The rural libraries will be hurting before the urban libraries.

b. L/M Communication

- i. June 20, 2024 Minutes are included in the packet. No questions raised.

- IX. **New Business**—Save the Date for September 13 for the ribbon cutting ceremony for the youth and teen renovation projects. Invitations will go out September 2.

- X. **Next Meeting Date**—September 12, 2024, Noon

- XI. **Adjournment**—*motion by John Berry, second by Lynn LaGrone*. Motion carried.

The meeting adjourned at 12:28 PM.