



**WATERLOO PUBLIC LIBRARY—Board of Trustees—February 10, 2022—Virtual  
Submitted by Kim Chapman**

Members present: Cindy Wells, Ivy Hagedorn, Larry Bjortomt, John Berry, Kathleen Wernimont

Members absent:

Others present: David Eckert, Bob Giesler, Jillian Rutledge, Amy Rousselow, Lori Petersen, CWA Representative Missie Sturch, Kim Chapman, Councilperson Dave Boesen, Councilperson Rob Nichols

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The regular meeting of the Waterloo Public Library Board of Trustees was called to order by President Ivy Hagedorn at 12:01 PM. The meeting was held virtually due to the ongoing pandemic.

- Roll Call
  - Ivy Hagedorn: present
  - Kathleen Wernimont: absent
  - Cindy Wells: present
  - John Berry: present
  - Larry Bjortomt: present

**Approve Agenda—motion by John Berry, second by Cindy Wells**

- Roll Call
  - Kathleen Wernimont: absent
  - Cindy Wells: yes
  - John Berry: yes

- Larry Bjortomt: yes
- Ivy Hagedorn: yes

**Oral Comments of Board Members, Staff and the Public**

- None.

**Approval of Minutes of the January 13, 2022, Regular Meeting—motion by Cindy Wells, second by John Berry**

- Roll Call
  - Cindy Wells: yes
  - John Berry: yes
  - Larry Bjortomt: yes
  - Ivy Hagedorn: yes
  - Kathleen Wernimont: absent

**Financials**

- **Updates**—the City financial sheets and the Community Foundation of Northeast Iowa quarterly report are included in the packet. David Eckert reported everything looks fine. He will begin encouraging selectors to work on spending the rest of their materials’ money as the fiscal year begins to wind down.
- **January 2022 Bills—motion by John Berry, second by Larry Bjortomt**
  - Roll Call
    - John Berry: yes
    - Larry Bjortomt: yes
    - Ivy Hagedorn: yes
    - Kathleen Wernimont: absent
    - Cindy Wells: yes

**Statistical/Usage Report**

- David Eckert pointed out in comparison to last year at this time customer count is up, more cards are being issued and circulation is more than double. People are returning to use the library, and more programs are being offered.

**Director’s Report**

David reported he was invited by Sheryl McGovern to speak to a small women’s group, and from that group was invited to speak at a Unitarian church about censorship. The City has asked him to do an interview that will air on the City’s cable channel. He had lunch with Sheryl McGovern and Carolyn Sallis and learned more about the history of labor at the library. He is reaching out to CFPL and HCC librarians to meet with them. He joined Iowa Library Association. He is busy learning all he can about WPL.

12:09 PM Kathleen Wernimont dialed in.

David reported he has not received a username and password from the City’s finance office for the financial software. Councilman Boesen said he would follow up on this.

- FY23 Budget Update—no news from the City regarding the budget process.

- Staffing Update—David is looking at open positions and how best to fill them. He reported he is being cautious and not making quick decisions, but hopes to see the library back to a full staff by summer.
- Miscellaneous—David and Jillian met with Dr. Shana Stuart yesterday regarding the space needs assessment project. Dr. Stuart will attend the March meeting. David reported she presented great ideas and suggestions and took suggestions from him. John Berry asked if significance was placed on the children’s section in regards to barriers and containment. The answer is yes, and Dr. Stuart will share that in March.

### Departmental Reports

- Reports are included in the packet.
- Jillian Rutledge reported we have accepted more passport applications. The mayor was our most recent guest on the podcasts. He will be one of the celebrity readers for Black History Month this coming Saturday.

### Referred for Board Action

- **Travel—none**
- **Approval of Blackhawk County Contract for Public Library Service for FY23—motion by John Berry, second by Kathleen Wernimont**
  - Roll Call
    - Larry Bjortomt: yes
    - Ivy Hagedorn: yes
    - Kathleen Wernimont: yes
    - Cindy Wells: yes
    - John Berry: yes
- **Approval for Salary Increase of \$600 per month for Jillian Rutledge effective 2/12/2022—motion by Kathleen Wernimont, second by John Berry**

Discussion. Because of the resignation of the Technical Services Librarian, Jillian has taken on responsibility for Technical Services Department, in addition to supervising the two staff members and continuing her current job as Public Services Manager supervising the Circulation and Reference department staff. This would be temporary until the open positions are filled. John Berry asked how this the salary was figured. David said he looked at the interim director salary Jillian had received beginning May 2021 and used one third of that. Amend the motion: **Approval of Salary Increase of \$600 per month for Jillian Rutledge until other Library positions are filled. Motion by John Berry, second by Kathleen Wernimont**

  - Roll Call
    - Ivy Hagedorn: yes
    - Kathleen Wernimont: yes
    - Cindy Well: yes
    - John Berry: yes
    - Larry Bjortomt: yes

### Unfinished Business

- L/M Communication—January 20, 2021, Meeting Minutes are included in the packet. At yesterday’s management meeting, concerns brought forth at the L/M meeting were discussed. David reported he liked the L/M Committee concept and it being a way to solve issues before they explode.

**New Business**

- Larry Bjortomt commented on the bird droppings in the library parking lot and sidewalks. Councilman Boesen said to call the City Forester, Todd Derifield. Todd is the contact with the agency who is working on moving the birds out of downtown. Kim Chapman reported she contacted Todd within the past couple of weeks and the library is on the list of City properties to be part of the bird control.

**Next Meeting Date**

- March 10, 2022, Noon

**Adjournment—motion by Kathleen Wernimont, second by Cindy Wells**

- **Roll Call**
  - Kathleen Wernimont: yes
  - Cindy Wells: yes
  - John Berry: yes
  - Larry Bjortomt: yes
  - Ivy Hagedorn: yes

The meeting adjourned at 12:37 PM.