



**WATERLOO PUBLIC LIBRARY—Board of Trustees—June 9, 2022—Meeting Room AB
Submitted by Kim Chapman**

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

Members absent:

Others present: David Eckert, Amy Rousselow, Jillian Rutledge, Lori Petersen, Kim Chapman, Denise Osgood, Carolyn Sallis

Council Liaisons: Dave Boesen, present; Rob Nichols, present

Join Zoom Meeting

<https://us06web.zoom.us/j/83447868742?pwd=MUI2Wk8wd2dWSkpTNmRjSEdBajRCQT09>

Meeting ID: 834 4786 8742

Passcode: 197937

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The regular meeting of the Waterloo Public Library Board of Trustees was called to order by Vice President Kathleen Wernimont at 12:04 PM. A Zoom link was available.

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

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

- Roll Call
 - Kathleen Wernimont: yes
 - 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 May 12, 2022, Regular Meeting—motion by John Berry, second by Larry Bjortomt

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

Financials

- **Updates**—the City financial report, along with the Community Foundation of Northeast Iowa quarterly report, is included in the packet. Kim Chapman will request a report from the Waterloo Community Foundation.
- **May 2022 Bills—motion by John Berry, second by Larry Bjortomt, to pay the bills as presented**
 - Roll Call
 - John Berry: yes
 - Larry Bjortomt: yes
 - Ivy Hagedorn: yes
 - Kathleen Wernimont: yes
 - Cindy Wells: yes

Statistical/Usage Report

- David reported everything looks steady. Activity will start picking up next month with summer programs beginning. As of today, there are 700 enrollees in the summer programs, including adults, teen and youth.

Director's Report

- **Staffing Update**—there are two 29-hour library assistant positions open. A 20-hour staff member will move into one of them, which will open that 20-hour position. It will need to go through the City's personnel requisition committee before it can be posted. Interviews were held yesterday for the Public Services Manager.
- **Outreach Activities**—David has talked and visited with different groups, including the Community Foundation of Northeast Iowa and Elevate. He is working on partnering with Elevate. He attended the IUPLA (Iowa Urban Public Library Association) in Des Moines and met with library directors in the Northeast Iowa group.
- **Miscellaneous**—nothing more.

Departmental Reports

- Reports are included in the packet.

- Kathleen Wernimont complimented the staff responsible for the press releases in the Courier. Amy Rousselow and the marketing team take care of the releases.
- John Berry said he was extremely impressed with the Board training given earlier this morning.

Referred for Board Action

- **Travel**—none
- **Approval of Library Use Policy, superseding 2017 Behavior Policy, 2021 Food and Beverage Policy, 2019 Service Animal Policy, 2019 Smoking Policy, 2019 Soliciting Policy**—*motion by John Berry, second by Larry Bjortomt.* Discussion. David and Jillian worked on consolidating five policies into one. They met with the City Attorney on legality of the wording. John Berry asked if the word “napping” should be inserted instead of “sleeping”. Cindy Wells commented we do not want people bringing in pillows and blankets. Councilperson Boesen asked what would be the threshold for excessive odor. David responded we will not allow people to move furniture around to make beds or tents. If other people complain about odors, we may ask the offender to leave. The staff completed a training on excessive odor and how to handle it.
 - Roll Call
 - Larry Bjortomt: yes
 - Ivy Hagedorn: yes
 - Kathleen Wernimont: yes
 - Cindy Wells: yes
 - John Berry: yes

Unfinished Business

- **L/M Communication**—May 18, 2022, meeting minutes are included in the packet.
- John Berry asked if there had been any progress on solar energy for the library. David said there was some movement on data gathering, but he thought he understood the roof could not support panels. The roof would need to be replaced first. Councilperson Boesen explained the roof was not made to support panels. He said the Council had looked hard at the Grout Museum and the use of solar panels. The roofs are not made to support the weight. The cost would not justify the means.

New Business

- Nothing.

Next Meeting Date

- July 14, 2022, Noon

Adjournment—motion by Larry Bjortomt, second by John Berry

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

The meeting adjourned at 12:31 PM.