



**WATERLOO PUBLIC LIBRARY—Board of Trustees—April 13, 2023—Meeting Room AB
Submitted by Kim Chapman**

Members present: Larry Bjortomt, Cindy Wells (Zoom), Ivy Hagedorn (Zoom), John Berry
Members absent: Kathleen Wernimont
Others present: Kim Chapman, David Eckert, Jillian Rutledge, Becky Miller, Lori Petersen (Zoom),
Deb Aalfs (CWA rep), Carolyn Sallis
Council Liaisons: Dave Boesen

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The regular meeting of the Waterloo Public Library Board of Trustees was called to order by President Cindy Wells at 12:03 PM.

Approve Agenda—*motion by John Berry, second by Ivy Hagedorn.* Motion carried.

Oral Comments of Board Members, Staff and the Public

- None

Approval of Minutes of the March 9, 2023, Regular Meeting—*motion by John Berry, second by Ivy Hagedorn.* Motion carried.

Financials

- **Updates**—the Budget Performance Report is in the packet. The fiscal year is near its end; we are spending as best as we can.
- **March 2023 Bills**—*motion by John Berry, second by Larry Bjortomt, to pay the bills as presented.* Motion carried.

Statistical/Usage Report

- Customer count looks good this month with an increase from last month. Circulation is up, including county circulation. Customer service numbers are up; programming numbers are up. Internet and wifi usage are up. All are good signs.

Director's Report

- **Project/Space Reorganization Update**—Laurie Everhardt of the Community Foundation of Northeast Iowa researched a little more of the history of the capital improvements and remodeling fund, which is not an invested fund. That money can and will be used for the new reference desk and furniture and painting of the local history room. The balance of that fund can then be moved into an earnings fund.
- **Budget Update**—the FY24 budget has been approved by the City Council. We do not have numbers yet, but anticipate having them for approval at next month's meeting.
- **Bargaining Agreement Update**—the contract has been ratified by the bargaining unit. It needs to be approved by the City Council and will be brought to the Board when a copy is received.
- **State Legislative Update**—City Attorney Marty Petersen reported he had spoken with Bridgett Wood, the City's Finance Manager, regarding what effect the state law being proposed may have on the library. The house file would take tax levies and combine them with state levies. This would affect fiscal year 2025. The purpose is to put a cap on property taxes by combing tax levies into 17 special levies. The library tax levy, 27 cents per thousand, would no longer be as it is as it would be part of the special levies. It is Senate House File 356.
- **Outreach Update**—David presented at a PEO Chapter. He will follow up on a list of neighborhood associations.
- **Miscellaneous**—nothing more.

Collective Department Report

- The Collective Department Report is included in the packet.

Referred for Board Action

- **Travel**—*motion by John Berry, second by Larry Bjortomt.* Motion carried.

- Becky Miller and Endya Johnson, ALA Annual Conference, June 22-27, 2023, Chicago, IL, \$1690 Registration and Lodging, Use of City Vehicle
- David Eckert, 2023 ILA Spring Symposium, April 14, 2023, Fayette, IA, \$30 Registration
- **Review Request for Reconsideration of a Policy**—a form adopted in 1996, last reviewed in 2014. *Motion by Ivy Hagedorn, second by Larry Bjortomt.* Motion carried.
- **Review Registered Sex Offenders Policy**—no changes, last reviewed in 2019. *Motion by Ivy Hagedorn, second by John Berry.* Motion carried.
- **Review Safe Child Policy**—no changes, last reviewed in 2019. *Motion by Larry Bjortomt, second by John Berry.* Motion carried.
- **Approval of Circulation Policy, superseding 2020 Circulation Policy, 2021 Library Card Policy, 2019 Teacher Card Policy, 2020 Mobile Hotspot Policy**—Jillian and Becky worked to combine and update the older policies all into one policy. *Motion by Ivy Hagedorn, second by John Berry.* Motion carried.
- **Amendment to Tardy Policy**—*Motion by Ivy Hagedorn, second by John Berry.* Discussion. Carolyn Sallis asked that this be tabled as the union is not in favor of it. It will be discussed at the Labor/Management meeting scheduled for April 28. Motion failed.

Unfinished Business

- **L/M Communication**—March 29, 2023, meeting minutes are included in the packet.

New Business

- None.

Next Meeting Date

- May 11, 2023, Noon

Adjournment—*motion by John Berry, second by Ivy Hagedorn.* Motion carried.

The meeting adjourned at 12:40 PM.