



**WATERLOO PUBLIC LIBRARY—Board of Trustees Regular Meeting Minutes—July 13, 2023—Noon—
Meeting Room AB**

Submitted by Kim Chapman

Members present: Cindy Wells, Larry Bjortomt, Ivy Hagedorn (Zoom)
Members absent: John Berry, Kathleen Wernimont
Others present: David Eckert, Kim Chapman, Becky Miller, Amy Rousselow, Jillian Rutledge, Lori Petersen, Becky Miller, CWA Rep Denise Osgood
Council Liaisons: Dave Boesen, Rob Nichols (Zoom)

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- I. **Call to Order**—the regular meeting of the Waterloo Public Library Board of Trustees was called to order by President Cindy Wells at 12:04 PM.
- II. **Approve Agenda**—*motion by Larry Bjortomt, second by Ivy Hagedorn.* Motion carried.
- III. **Oral Comments of Board Members, Staff and the Public**
 - a. Senator Bill Dotzler explained the Iowa legislative session and the tax levies and what the new law could mean for the library.
 - b. State Representative Timi Brown-Powers was unable to attend.
- IV. **Approval of Minutes**—*motion by Larry Bjortomt, second by Ivy Hagedorn.* Motion carried.
- V. **Financials**—Fiscal year-ending financial sheets are included in the packet. *Motion by Ivy Hagedorn, second by Larry Bjortomt to pay bills as presented.* Motion carried.
- VI. **Statistical/Usage Report**—customer count is up, along with circulation. This is the last week of the summer reading programs. Staff is doing a great job on summer program!
- VII. **Director's Report**
 - a. **Informational Updates**
 - i. **FY22 State Library Statistics with FY21 Comparison**—this shows where we are in comparison between the two fiscal years, also in comparison with other IUPLA libraries. CFPL was added to the document as another comparison, though they are in a smaller library group.
 - ii. **Grant Money Update**—David shared a document of construction costs and funding sources. The second floor glass wall and the furniture bid are separate projects. Seven grants were written, and the library received \$251,000. There are other foundation/investment accounts that could be used, if needed, for the project.
 - iii. **City HR Wage Study**—the City HR department is conducting a wage study for fulltime employees that are not covered by a union contract. An outside company has been hired. City of Waterloo wages will be compared to other cities.
 - iv. **Leadership Training**—David attended leadership training yesterday and today provided by the City. He reported it was very interesting and really about communication and tools that can be used.
 - v. **Miscellaneous**—nothing more.
 - b. **Collective Department Report**—included in the packets.
 - c. **Referred for Board Action**
 - i. **Travel**—none.
 - ii. **Approve Contract with ByWater Solution LLC for integrated Library System Effective 2/26/2024-2/26/2029**—*motion by Larry Bjortomt, second by Ivy Hagedorn.* Discussion. Documents are included in the packets explaining the companies that presented a bid and the comparisons between them. ByWater Solutions was picked as meeting our needs (the ILS is shared with the Cedar Falls library) by saving money and providing what is believed to be a better product. Motion carried.
 - iii. **Set FY24 Meeting Dates**—*motion by Ivy Hagedorn, second by Larry Bjortomt to set the meeting dates for noon on the second Thursday of the month, with no August or December meetings.* Motion carried.

- iv. **Approve Project Bid Special Meeting for August**—*motion by Larry Bjortomt, second by Ivy Hagedorn to set the special meeting to approve the project bids as August 4 at 1:30 PM.* Discussion. The architect will receive and open bids on August 3, and a City Council agenda item will be set for August 7 recognizing the Library Board has approved the bid. Motion carried.

VIII. Unfinished Business

a. L/M Communication

- i. June 15, 2023 Meeting Minutes—included in the packet.

IX. **New Business**—none.

X. **Next Meeting Date**—September 14, 2023, Noon

XI. **Adjournment**—*motion by Ivy Hagedorn, second by Larry Bjortomt.* Motion carried.

The meeting adjourned at 1:17 PM.