



**WATERLOO PUBLIC LIBRARY—Board of Trustees—May 11, 2023—Meeting Room AB
Submitted by Kim Chapman**

Members present: Larry Bjortomt, Cindy Wells, John Berry, Kathleen Wernimont (Zoom)
Members absent: Ivy Hagedorn
Others present: David Eckert, Lori Petersen, Amy Rousselow (Zoom), Jillian Rutledge, Deb Aalfs
for CWA, Carolyn Sallis for CWA
Council Liaisons: Dave Boesen, Rob Nichols (Zoom)

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The regular meeting of the Waterloo Public Library Board of Trustees was called to order by President Cindy Wells at 12:02 PM.

Approve Agenda—*motion by John Berry, second by Larry Bjortomt.* Motion carried.

Oral Comments of Board Members, Staff and the Public

- None

Approval of Minutes of the April 13 2023, Regular Meeting—*motion by John Berry, second by Larry Bjortomt.* Motion carried.

Financials

- **Updates**—the Budget Performance Report and the Fund Activity Summary from the Waterloo Community Foundation are in the packet. Line item amendments will be made to end the fiscal year.
- **April 2023 Bills**—*motion by John Berry, second by Kathleen Wernimont, to pay the gift bills as presented.* Motion carried.

Statistical/Usage Report

- Numbers are looking good. There was a good turn-out for both teen and adult programs. Teen librarian Dusty Sanboeuf planned an escape room in one of the basement storeroomss. Adult programs included the ISU Extension Gardening Series and a plant swap.

Director's Report

- **Accreditation Update**—WPL's state accreditation is at Level 3 and has been approved for the next three years. The accreditation form is filled with questions; David gave thanks to the staff for helping with it.
- **Miscellaneous**—the Friends of the Library is looking for people to fill officer positions. Anyone interested can reach out to the Friends. The summer program pamphlets for adult, teen and youth were distributed at the meeting. The library has a steering committee made up of staff from all departments of the library. They are working on monthly programs and display themes. The goal is to hit all the important groups and events throughout the year.

Collective Department Report

- The Collective Department Report is included in the packet.

Referred for Board Action

- **Travel**—none
- **Approval of FY24 Budget**—an increase in the utilities line item was added and has gone through Council approval. *Motion by John Berry, second by Larry Bjortomt.* Motion carried.
- **Approval of Contract for Library Service for Black Hawk County for FY24**—there is a 6% increase for FY24. *Motion by Kathleen Wernimont, second by John Berry.* Motion carried.
- **Approve Amendments to Security Camera Policy**—there are some wording changes. *Motion by Kathleen Wernimont, second by John Berry.* Motion carried.
- **Approve Amendments to Security Gate Policy**—there are some wording changes. *Motion by Kathleen Wernimont, second by Larry Bjortomt.* Motion carried.

- **Approval to Remove Small Appliance Policy**—this policy was approved by the Board in 2006, because it was a City policy for City buildings and offices. *Motion by John Berry, second by Larry Bjortomt.* Motion carried.
- **Review Electronic Resources Policy**—no changes proposed. It was last reviewed in 2019. *Motion by John Berry, second by Kathleen Wernimont.* Motion carried.
- **Approve Preliminary ISG Library Renovation Plan**—this plan is for the youth area; drawings were explained. *Motion by Kathleen Wernimont, second by John Berry.* Motion carried.

Unfinished Business

- **L/M Communication**—April meeting minutes were not available.

New Business

- **Director Evaluation Form Revamp**—Cindy Wells was part of the committee who created the current director evaluation form. She feels it's time to take a look at it and create a different evaluation instrument. Cindy and John will work together on creating a new form.

Next Meeting Date

- June 8, 2023, Noon

Adjournment—*motion by John Berry, second by Kathleen Wernimont.* Motion carried.

The meeting adjourned at 12:40 PM.