



WATERLOO PUBLIC LIBRARY—Board of Trustees Regular Meeting Minutes—January 16, 2025—12:00 PM—Conference Room
Submitted by Bethany Nelson

Members present: Cindy Wells, Larry Bjortomt, Emily Hanson, John Berry, Lynn LaGrone
Members absent:
Others present: David Eckert, Becky Miller, Jillian Rutledge, Jordan Beardsley, Bethany Nelson, Carolyn Sallis
Council Liaisons: Dave Boesen

- I. **Call to Order**—the regular meeting of the Waterloo Public Library Board of Trustees was called to order by President Cindy Wells at 12:02 PM.
- II. **Approve Agenda**—*Motion by Emily Hanson, second by John Berry to approve the agenda as presented.* Motion carried.
- III. **Approval of Minutes**—*Motion by Emily Hanson, second by John Berry to approve the November 14, 2024 Regular Meeting minutes as presented.* Motion carried.
- IV. **Financials**
 - A. Updates—David explained two budget line overages. Bethany provided a correction on the December bills list for the description of a Visa charge.
 - B. *Motion by John Berry, second Emily Hanson to approve payment for the November & December 2024 regular and gift bills as presented.* Motion carried.
- V. **Statistical/Usage Report**—David reported that Youth program statistics were up. All others look in line with expectations.
- VI. **Director's Report**
 - A. Informational Updates
 1. Miscellaneous—David reported that Black Hawk County libraries will present their funding requests to the supervisors later this month. He will also be asking them to consider helping to fund the Dolly Parton Imagination Library. David also provided an update on grant submissions to help finish the renovation project. John Berry asked what remains for the project. David stated that a window into the storytime room, furniture, converting study rooms into 4 to 6 person rooms, and redoing ductwork were all possible aspects that remain. There was discussion on other grant opportunities that could be explored. John asked about the library's bond usage, and general discussion about the city's bond usage and bond history followed.
 - B. Collective Department Report—included in the packet.
 - C. Referred for Board Action
 1. Travel—*No action needed.*

VII. **Unfinished Business**

- A. **Advocacy Update (Cindy Wells)**—Cindy reported that when she and Billie Bailey met with Senator Sweeney, Representative Brown-Powers, and Jane Bloomingdale, they could start work on the bill before the start of the session, but they have not heard anything yet. Cindy reached out to Sam Helmick, current American Library Association president, who connected her with Iowa Starting Line and EveryLibrary. Zachary Oren Smith from Iowa Starting Line will produce and distribute a 30 second to 5 minute video highlighting the negative impacts of the levy changes on the library, the Grout, and others. Cindy also had a 1-hour call with John Chrastka from EveryLibrary, a library advocacy organization. They have agreed to take on the library for no charge and will conduct a campaign to reach legislators. Some discussion of the library's messaging and successful services followed. Dave Boesen requested that he be included on some of these communications so he can answer any questions that come up with the City.
- B. **L/M Communication**
 - 1. November 21 and December 19, 2024 Minutes were included in the packet. John asked Carolyn Sallis how labor-management meetings were going. Carolyn is looking to conduct a retraining session for union staff on the role of the committee, their rights, the rules they operate under, etc. She would like the board's approval for this training. Cindy indicated that although this was not on the January agenda, a date for closure to conduct the training could certainly be included on future agendas for approval. There was general agreement within the board that this training would be beneficial.

VIII. **New Business**

- A. **FY24 Statistics**—A year-end statistics sheet was included in the packet. David reported that all numbers except programs were up from the previous fiscal year, and the program drop was largely due to construction work. John asked what the library's relationship is to the schools. David stated that there is no official liaison but that the library sees a lot of school usage and can issue special teacher cards. John requested that the library look into working directly with local parochial schools, as well.
- B. **Holiday Decorations**—Cindy explained that some library staff were frustrated by the removal of holiday décor and sought clarity on whether or not they could plan holiday-themed events. Cindy indicated that staff were seeking procedure guidance, not policy. David explained the library's current approach to holiday décor and programs, information on which was included in the packet. After some discussion on the topic, Emily requested an updated proposal for this procedure that includes more clarity on programs.

IX. **Next Meeting Date**—February 13, 2025 at Noon.

X. **Closed Session to Evaluate the Professional Competency of Employee Pursuant to Iowa Code Section 21.5(1)(i)**—*Motion by Emily Hanson, second by Lynn LaGrone to enter closed session at 1:00 PM.* Motion carried.

XI. **Exit Closed Session**—*Motion by Emily Hanson, second by John Berry to exit closed session at 1:24 PM.* Motion carried.

XII. **Adjournment**—*Motion by Emily Hanson, second by John Berry.* Motion carried. The meeting adjourned at 1:25 PM.