



**WATERLOO PUBLIC LIBRARY—Board of Trustees Special Meeting Minutes—May 12, 2025—
3:30PM—City Conference Room
Submitted by Emily Hanson**

Members present: Cindy Wells, Larry Bjortomt, Emily Hanson, Lynn LaGrone(arrived at 3:43PM), John Berry (via Zoom)

Members absent:

Others present: Martin Petersen, City of Waterloo Attorney, Missy Gearhart, City of Waterloo Assistant Director of HR, Lance Dunn, City of Waterloo HR, Ann Smisek, Ahlers Law Firm (via Zoom)

- I. Call to Order**—The special meeting of the Waterloo Public Library Board of Trustees was called to order by President Cindy Wells at 3:34 PM.

II. Closed Session to Evaluate the Professional Competency of Employee Pursuant to Iowa Code Section 21.5 (1)(i)—motion by Larry Bjortomt to enter closed session at 3:36 PM, seconded by John Berry. Roll call – John Berry – Aye, Larry Bjortomt – Aye, Emily Hanson – Aye, Cindy Wells – Aye, Lynn LaGrone- Aye. Motion carried.

III. Exit Closed Session—4:54 PM.

IV. Motion to Return to Open Session— motion by Lynn LaGrone to return to open session at 4:55PM, seconded by Larry Bjortomt. Motion carried.

V. Action to be taken:

- 1 . Motion by John Berry to have a formal reprimand regarding the inappropriate comment that was made in an email to Jillian by the Board, with help with wording from HR, seconded by Emily Hanson. Motion carried.
2. Motion by Lynn LaGrone that we create a formal PIP including a formal EAP program with a condition that the City HR department helps address the expectations and timeline for the Director, seconded by Larry Bjortomt. Motion carried.
3. Cindy Wells will contact Clohesy Consulting for an update on how the sessions are going and to share the complaint from Jillian.

VI. Adjournment—motion by Lynn LaGrone, seconded by Larry Bjortomt. Motion carried. The meeting adjourned at 4:58 PM.