



WATERLOO PUBLIC LIBRARY

BOARD OF TRUSTEES

Agenda

November 14, 2019—12:00 PM—Meeting Room A

- I. Call to Order
- II. Approve Agenda **Board Action**
- III. Oral Comments of Board Members, Staff and the Public
- IV. Approval of Minutes **Board Action**
 - A. October 10, 2019 Regular Meeting
- V. Financials
 - A. Updates
 - B. Current Bills **Board Action**
- VI. Statistical/Usage Report
- VII. Director's Report
 - A. Informational Updates
 - 1. Accreditation Update
 - 2. Building Update
 - a. Front Steps
 - b. New/Old Self Checks
 - 3. Constant Contact Discussion
 - 4. Policy Review
 - a. Teacher Card
 - b. Study Room
 - c. Smoking
 - d. Internet Access
 - e. Security Gate
 - f. Collection Development
 - g. Circulation
 - 5. Miscellaneous
 - B. Departmental Reports
 - C. Referred for **Board Action**
 - 1. Travel/Continuing Education Requests
 - a. Nick Rossman, Emporia State University, On-line Grant Writing Course, \$125 registration
 - 2. Approval to Create an Endowment Fund at the Waterloo Community Foundation
 - 3. Approval to Move Funds from the General Endowment (Quasi) Fund at the Community Foundation of Northeast Iowa to the Waterloo Community Foundation
 - 4. Approval of Policies
 - a. Teacher Card; no change proposed
 - b. Study Room; no change proposed

- c. Smoking with proposed changes
 - d. Internet Access with proposed changes
 - e. Security Gate; no change proposed
 - f. Collection Development with proposed changes
 - g. Circulation with proposed changes
- VIII. Unfinished Business
 - A. L/M Communication
 - 1. Minutes from August 29, 2019
 - 2. Minutes from October 18, 2019
 - B. Director Search Discussion
- IX. New Business
- X. Next Meeting Date
 - A. January 9, 2020, Noon
- XI. Adjournment **Board Action**

Calendar of Events

November 21—4:00 PM—FOL Annual Meeting & Volunteer Recognition
November 28 & 29—Thanksgiving Holiday—Library Closed
December 24 & 25—Christmas Holiday—Library Closed
December 31—New Year’s Eve—Library Closes at 5:00 PM
January 1, 2020—New Year’s Day—Library Closed

Mission Statement

To provide free access to education, information and recreation in a welcoming environment.