

Gretna Library Board of Trustees
Gretna Public Library
January 23, 2016

- I. **CALL TO ORDER:** President Paul Wasalaski called the meeting to order at 6:35pm. He noted that a copy of the Open Meetings Act was posted. Present were Library Board members Paul Wasalaski, Shawna Proctor, Sherri Bishop, Alma Muhlecke, Marilyn Hatcliff and Library Director Krissy Reed. One member of the public was present.
Not present: Council Representation.
- II. **APPROVAL OF MINUTES:** Hatcliff made a motion to approve October minutes. Proctor seconded. Motion carried.
- III. **APPROVAL OF FINANCIAL REPORTS:** Sherri motioned to approve the Financial Report. Hatcliff seconded. Motion carried.
- IV. **REPORTS:** Library Director's Report – Director Reed noted the Grown Up Coloring event had 5 people attend. She met with the activities directors at Silver Ridge to see if they can partner to bring programs to residents at Silver Ridge. She is also working with the activities directors to schedule dates where residents can be brought to the library. Director Reed is also working with Silver Ridge to swap out books in their library with books from the library's book sale to help generate interest.

Muhlecke suggested possibly partnering with Silver Ridge by having programs where children interact with the residents- maybe read to them or do an activity together.

Children's Report – Great response for Palisades visit. Muhlecke shared ideas for expanding Lego Club by contacting representatives from the Omaha Area Lego Group (Jeff Muhlecke) to see if they could help with a program or event. It was also suggested to work with the Chamber to have kids make Lego figures to be displayed at area businesses.

Assistant Librarian report – Bishop inquired about library's picture usage policy and how it's made aware to program participants. Bishop also noted the library's opportunity partnering with the Drafthouse for a statewide short film contest.

Committee on Finance – Nothing to report.

Committee on Building, Grounds, and Technology – Muhlecke reported that we are awaiting further project information from the Eagle Scout doing this project, Samuel Rowland. The City has advised to plan the landscaping as if there is no sprinkler system due to the likely condition of the one that is already in the ground. Samuel is on track with his project to complete it in the spring. Wasalaski mentioned that he found out from the Public Works Director, Kris Faris, that the parking spaces on the side of the building were painted due to fire marshal concerns. In the spring the City will repaint the "Library Use Only" signs on the public parking spaces.

Personnel – Wasalaski informed that there are two open Technical Services positions which will be posted soon. Committee on Public Relations – Bishop mentioned the possibility of partnering with area colleges to offer internships. Bishop said she could work with Assistant Director Rebecca McCorkindale to work on possible Metro or UNO partnership.

Foundation Representative – No further report from the Foundation President. She still would like to plan another meeting. Reed noted that some people have expressed interest in the Foundation.

City Council Representative – Jeff Wohlenburg is no longer the Council liaison for the Library Board. The Board is unsure who its next liaison will be.

V. **OLD BUSINESS:**

A. Revision of Library hours- There was discussion about potential hours. Presentation by Director Reed of possibilities. Motion made by Muhlecke to adopt the new hours. Seconded by Proctor. Motion carried. Motioned for effective date by Hatcliff. Sherri seconded. Motion carried.

VI. **CURRENT BUSINESS:**

A. Due to illness the Mayor was unable to attend. His discussion will be moved to the February meeting.

B. Library claims preparation procedure- Discussion on allowing Board more time to review claims prior to signing off on the expenses. Director Reed will get the claims completed by Monday for the Board to review on weeks where claims are to be submitted to the City by Thursday.

C. The library received a quote from Judy Kraijeck to clean weekly. Director Reed requests to move money from another line item to the cleaning budget line so there are enough funds. Director Reed suggested the only line item with enough funds available is the one for library materials. Alternate ideas are to have Mrs. Kraijeck clean on alternate weeks. Wasalaski requested to table this until next meeting in order to explore additional options. Motion made by Bishop. Seconded by Hatcliff. Motion carried.

VII. **PUBLIC COMMENT:** There was not public comment.

VIII. **EXECUTIVE SESSION:** A motion was made by Bishop to go into executive session for the purpose of discussing personnel reviews. Proctor seconded. Motion carries. Entered Executive Session at 8:06 pm. Hattcliff motioned to exit executive session. Muhlecke seconded. Motion carried. Exited executive session at 8:33pm. Motion by Bishop to approve. Muhlecke seconded. Motion carried.

IX. **ADJOURNMENT:** Motion made to adjourn by Muhlecke. Seconded by Hatcliff. Motion carried. Meeting adjourned at 8:33pm.