

Gretna Library Board of Trustees
Gretna Public Library
February 22, 2016

I. **CALL TO ORDER:** President Wasalaski called the meeting to order at 6:33 P.M. He noted that a copy of the Open Meetings Act was posted. Present were Library Board members Paul Wasalaski, Sherri Bishop, Marilyn Hatcliff, Shawna Proctor, and Alma Muhlecke. Library Director Krissy Reed was also present. No City Council representative was present.

II. **APPROVAL OF MINUTES:** No January minutes were available at this time.

III. **APPROVAL OF FINANCIAL REPORT:** Muhlecke motioned to approve the Financial Report. Hatcliff seconded. Motion carried.

IV. **REPORTS:** The Library Director's report was reviewed by the members of the Board.

There was nothing to report from the Committees of Finance, Building, Administration or Public Relations.

The Committee on Building, Grounds, and Technology reported no additional updates from the Eagle Scout who will be handling landscaping in the spring.

The Committee on Administration and Personnel had nothing to report at this time.

The Committee on Public Relations had nothing to report at this time.

The Foundation Representative was not present at this meeting.

No City Council Representative was present for the meeting.

V. **OLD BUSINESS:**

A. Mayor to Address the Library Board.

The Mayor was not present at the meeting. The Board will contact the Mayor to see if he would like to reschedule.

B. Discussion: Shift funds around in the operating budget to account for cost of cleaning staff.

The Board would like to work with the Friends of the Gretna Public Library to see if they can use some funds for materials purchases for the library, therefore allowing monies from the materials line item to be moved into the library cleaning line item to cover cleaning expenses for the remainder of the year. Since the Friends of the Library did not meet last month, this topic is tabled until the March meeting.

VI. **CURRENT BUSINESS:**

A. Discussion: Revision of Library Board Bylaws-

A motion was made to accept the bylaws by Hatcliff. Muhlecke seconded. Motion carried.

Hatcliff noted an error after the initial motion was carried. The original motion was amended to include the revised text in Article V, Section I to "Fourth Monday of the Month", from, "Last Monday of the Month." Motion by Hatcliff. Seconded by Proctor. Motion carried.

- B. Discussion: Circulation Policy Revision-
Director Reed presented information about public's desire to have the DVD checkout limit raised from 3 to 4 videos at a time per library card. This change would also free up some space on over-crowded shelves. Motion made by Muhlecke to increase the DVD checkout limit to the recommended 4 items. Bishop seconded. Motion carried.
- C. Discussion: Re-evaluate Daily Overdue Fees-
Director Reed had reviewed the library's fine schedule and compared it to other Sarpy County libraries' overdue fees. This review noted Gretna charged considerably less for overdue items than other local libraries. It was noted an increase in overdue fees would also increase the monies contributed to the general fund. Bishop made a motion to increase overdue fees for all items that were are currently \$.05/day to \$.10. Proctor seconded. Motion carried.

VI. **PUBLIC COMMENT**

- A. There was no public comment.

VIII. **EXECUTIVE SESSION – (PERSONNEL MATTERS)**

Wasalaski called for executive session at 7:43pm. Hatcliff motioned we go into executive session for the purpose of discussing personnel matters. Muhlecke seconded. Motion carried.

- A. Three-Month Review- Natasia Otto-Berglund

Proctor motioned to exit executive session at 7:54pm. Hatcliff seconded. Motion carried.

Muhlecke motioned to approve. Hatcliff seconded. Motion carried.

IX. **ADJOURNMENT**

Motion to adjourn was made by Bishop. Muhlecke seconded. Motion carries. Meeting adjourned at 7:56pm.

**Respectfully Submitted,
Sherri Bishop
Library Board Secretary**