

Gretna Library Board of Trustees
Gretna Public Library
April 25, 2016

I. **Call to Order:**

Board Member Marilyn Hatcliff called the meeting to order at 6:30 P.M. She noted that a copy of the Open Meetings Act was posted. Present were Library Board members Sherri Bishop, Marilyn Hatcliff, Shawna Proctor. Director Krissy Reed was present from the library staff. City Council representative Doug Clark was present. Library Board President Paul Wasalaski and Alma Muhleck were absent.

II. **Approval of Minutes:**

- A. January 2016 minutes were reviewed. Motion to approve by Proctor. Seconded by Bishop. Motion carried.
- B. March 2016 minutes were reviewed. Motion to approve by Bishop. Seconded by Proctor. Motion carried.

III. **Approval of Financial Report:**

The current financial reports were presented and reviewed. Motion to approve by Proctor. Seconded by Bishop. Motion carried.

IV. **Reports:**

- A. The Library Director's Report, Circulation Report and Informational Reports were reviewed by the members of the Board.
- B. There was nothing to report from the Committee on Finance.
- C. The Committee on Building, Grounds, and Technology stated the final approval was given by the Eagle Scout committee. Ground prep for the project is still slated for April 30th-May 1st, with planting to take place the following weekend.
- D. The Committee on Administration and Personnel had nothing to report.
- E. The Committee on Public Relations had nothing to report.
- F. The Foundation Representative was not present at this meeting.
- G. The City Council Representative stated the city is going forward with its grant request for downtown revitalization.

V. **Old Business:**

- A. Discussion: Continuing Education for Library Board Members.
After the meeting with Richard Miller from the Nebraska Library Commission (NLC) and Aneka Ramirez from the Three Rivers Library System, the Library Board would like to integrate ideas for continuing education into the Library Bylaws and Policies. This would ensure the Library Board is utilizing the most current available information to best serve the library and its patrons. This would include completion of webinars and education units from NLC. The Board will bring ideas to the next meeting to edit current related bylaws and/or policies and procedures.

VI. **Current Business:**

A. Interview Trustee Applicant, Eric Murray.

Applicant Murray was not able to attend the meeting. The Board reviewed the applicant's application and knowledge applicant's previous interest in the Library Board and involvement in the community. We were notified by Director Reed that the applicant's term would expire in December 2019, if he is approved to the Board. Secondly, Mr. Murray lives outside the city limits but inside the Gretna School District, his approval to the Library Board is subject to Gretna School Board Approval. The motion was made by Bishop to approve Eric Murray's application for submission to the Gretna School Board. Proctor seconded. Motion carried.

B. Discussion: Library Mission Statement revision.

A motion was made for this topic to be tabled until the May Library Board meeting by Proctor. Seconded by Bishop. Motion carried.

C. Discussion: Library Grant Opportunity.

The Library Board's request for the City Council to approve and for the Mayor to sign a pre-application for Library/Community Center grant was approved at the last City Council meeting. Submission of the Pre-Application is by JEO Consulting no later than May 1, 2016. Notification of approval for full application is within 30 days. The Board discussed going out to meet other entities that have recently taken on such projects in their community.

VII. **Public Comment:**

A. There was no public comment.

VIII. **Executive Session: (Personnel Matters)**

Hatcliff called for executive session at 7:41pm. Bishop motioned to go into executive session. Proctor seconded. Motion carried.

A. Annual Review – Shelby Jones

Proctor motioned to exit executive session at 7:50pm. Bishop seconded. Motion carried.

Motion made to accept the annual review for Shelby Jones by Proctor. Bishop seconded. Motion carried.

IX. **Adjournment:**

Motion to adjourn was made by Proctor. Seconded by Bishop. Motion carried. Meeting adjourned at 7:51pm.

**Respectfully Submitted,
Sherri Bishop
Secretary of the Gretna Library Board**