

Gretna Library Board of Trustees
Gretna Public Library
October 24, 2016

- I. **CALL TO ORDER:**

Board Trustee Marilyn Hatcliff called the meeting to order at 6:36pm. She noted that a copy of the Open Meetings Act was posted. Present were Library Board Trustees, Alma Muhlecke, Sherri Bishop, Marilyn Hatcliff, and Shawna Proctor. Library Director, Krissy Reed was present from the library staff. Board Trustees, Paul Wasalaski and Eric Murray were absent. City Council representative, Doug Clark was absent. A member of the public, Christy Raines was present.
- II. **APPROVAL OF MINUTES:**
 - A. September 2016 minutes were reviewed. Motion to approve made by Proctor. Seconded by Bishop. All votes "Aye." Motion carried.
- III. **APPROVAL OF FINANCIAL REPORTS:**
 - A. The current financial reports were presented and reviewed. Motion to approve by Muhlecke. Seconded by Proctor. All votes, "Aye." Motion carried.
- IV. **REPORTS:**
 - A. The Library Director's Report, Circulation Report and other informational reports were reviewed by the members of the Board.
 - B. The Committee on Finance had nothing to report.
 - C. The Committee on Building, Grounds, and Technology had nothing to report.
 - D. The Committee on Administration and Personnel had nothing to report.
 - E. The Committee on Public Relations had nothing to report.
 - F. A Foundation Representative did not attend the meeting. There will be an Open House for current and prospective Foundation members on October 27, 2016 from 6:30pm-8pm. The Public is welcome to attend.
 - G. The City Council Representative did not attend the meeting.
- V. **OLD BUSINESS:**
 - A. Review Minor Computer Usage Agreement Policy (2006).

A review of this policy was undertaken. Current procedures and ideas for possible update and to this policy were discussed- requirements, email notifications, updating permissions, tie-in to library cards. More information is needed to proceed. Members will look at other library policies before proceeding. Topic was tabled until next month's meeting.
- VI. **CURRENT BUSINESS:**
 - A. Approve and adopt 2016-2017 library budget.

Library Director Reed noted the current budget was received from the City Administration. Most budgetary items were approved. Cataloger position remains a part-time position.

A motion was made by Proctor to approve the 2016-2017 budget. Seconded by Muhleck. All votes "Aye." Motion carried.

- B. Amnesty ideas for overdue fines: blood drive donation, participation in voting, etc. were discussed. Ideas were suggested for limited amnesty of library fines through volunteering efforts by patrons. The idea is to promote serving the local community through engagement in recognized local community drives or events such as blood or food donation/collection or service. More information will be provided as determined. A motion was made by Muhleck to approve the possibility of fine amnesty through service. Seconded by Bishop. All votes "Aye." Motion carried.

VII. **PUBLIC COMMENT:**

There was no public comment.

VIII. **EXECUTIVE SESSION:**

For the purpose of discussion regarding annual employee evaluations and facility planning.

A motion was made by Bishop to enter executive session at 7:00pm. Seconded by Proctor. All votes, "Aye." Motion carried.

- A. Leslie Kravitz- 3 month review- tabled
- B. Jordan Stough- 3 month review- tabled

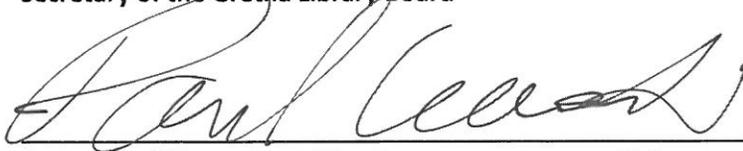
A motion was made to exit executive session at 8:16pm by Muhleck. Seconded by Proctor. All votes, "Aye." Motion carried.

A motion was made by Bishop to approve the annual review for Rebecca McCorkindale. The motion was seconded by Proctor. All votes, "Aye." Motion carried.

IX. **ADJOURNMENT:**

Motion to adjourn was made by Bishop. Seconded by Proctor. All votes, "Aye." Motion carried. Meeting adjourned at 8:17pm.

Respectfully Submitted,
Sherri Bishop
Secretary of the Gretna Library Board



11/29/2016

Approval of Library Board Trustee

Date