

Gretna Library Board of Trustees  
Gretna Public Library  
February 26, 2018 minutes

**I. CALL TO ORDER:**

Board Vice Chair Shawna Proctor called the meeting to order at 6:35pm. She noted that a copy of the Open Meetings Act was posted. Present were Library Board Trustees Alma Muhlecke, Paul Wasalaski, Eric Murray and Sandy Kalina. Library Director, Krissy Reed was present from the library staff. City Council liaison, Angie Lauritsen was present. Member of the public and Trustee applicant, Kaitlynn Boone was present. Trustee Marilyn Hatcliff was absent.

**II. APPROVAL OF MINUTES:**

A. The January 2018 minutes were reviewed. A motion to approve the January minutes was made by Murray. Seconded by Kalina. All votes, "Aye." Motion carried.

**III. APPROVAL OF FINANCIAL REPORTS:**

A. The February 2018 financial reports were presented and reviewed. A motion to approve was made by Murray. Seconded by Muhlecke. All votes, "Aye." Motion carried.

**IV. REPORTS:**

A. The Librarians' reports, 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. Director Reed gave an update. The Foundation, City Officials, and Director Reed met on February 21<sup>st</sup> to discuss ways to condense the library layout plans in order to get the overall project costs down. Murray inquired if the Cosgriff Company gave an idea previously as to what the budgeted amount should be. Director Reed noted that they only stated what they thought could potentially be raised, but didn't give specifics regarding a budget.

G. City Council Representative- Councilman Angie Lauritsen provided an update on various projects that she is involved in right now which includes placing name markers at area parks.

**V. OLD BUSINESS:**

A. Review revisions- Computer and Internet Use Policy (2009).

The Board review the revisions made to the policy as previously discussed at the January meeting. A motion to approve those revisions was made by Murray. Seconded by Wasalaski. All votes, "Aye." Motion carried.

**VI. CURRENT BUSINESS:**

- A. Annual Review of Library Board of Trustees Bylaws  
Board members reviewed its bylaws and noted no changes to be made. A motion to approve the bylaws as they are was made by Wasalaski. Seconded by Muhlecke. All votes, "Aye." Motion carried.
- B. Appoint Committee Chairs  
Proctor requested to be added to the Committee on Administration and Personnel  
Kalina requested to be added to the Committee on Finance
- C. Board Officers Election- Chair & Vice Chair  
A motion to appoint Shawna Proctor as Board Chair was made by Wasalaski.  
Seconded by Muhlecke. All votes, "Aye." Motion carried.

A motion to appoint Eric Murray as Board Vice Chair was made by Kalina. Seconded by Wasalaski. All votes, "Aye." Motion carried.

- D. Review- Wireless Policy (2009)  
Proposed edits to this policy were discussed. A motion for Director Reed to make proposed changes and reformat the policy to present for final approval at the March meeting was made by Wasalaski. Seconded by Kalina. All votes, "Aye." Motion carried.

**VII. PUBLIC COMMENT:**

There was no public comment.

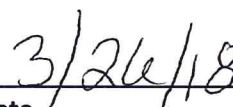
**VIII. ADJOURNMENT:**

A motion to adjourn was made by Muhlecke. Seconded by Murray. All votes, "Aye." Motion carried. Meeting adjourned at 7:18pm.

**Respectfully Submitted,**

**Alma Muhlecke  
Board Trustee**

  
Approval of Library Board Trustee

  
Date