

LIBRARY BOARD OF TRUSTEES

Gretna Public Library

April 22, 2019 Minutes

I. CALL MEETING TO ORDER

- A. Board Chair Shawna Proctor called the meeting to order at 6:40pm. She noted a copy of the Open Meetings Act was posted. Present were Library Board Trustees Shawna Proctor, Sandra Kalina, Eric Murray, Alma Muhlecke and Kaitlynn Boone. Library Director, Krissy Reed from the library staff was present. No one from City Council was present.

II. APPROVAL OF MINUTES

- A. The March 2019 minutes were reviewed.
A motion to approve the March minutes was made by Murray. Seconded by Kalina. All votes, "Aye."
Motion carried.

III. APPROVAL OF FINANCIAL REPORT

- A. The April 2019 report was presented and reviewed. A motion to approve the April 2019 Financial Report was made by Murray. Seconded by Boone. All votes, "Aye." Motion carried.

IV. REPORTS

- A. Library Director's Report, Circulation Report, and Informational Reports were reviewed by the Board. Director Reed discussed topics at DiSPeL meeting and training other libraries are interested in for their staff. Reed also talked about attending the Mayor's Forum event, and noted Mayor Timmerman shared great support of the library/community center building project during his speaking time. The library has also invited the Mayor to do a storytime this summer for children. Reed also advised the new microfilm machine is working wonderfully.
- B. Committee on finance had nothing to report.
- C. Committee on Building, Grounds, and Technology had nothing to report.
- D. Committee on Administration and Personnel had nothing to report.
- E. Committee on Public Relations had nothing to report.
- F. Foundation Representative was not able to attend. Proctor reported that a veteran owned local company showed the Library Foundation some ideas for a wall-mounted donation tree which will raise for the new building. At the next meeting, naming rights will be discussed and designated for the building and donation tree. Reed also advised Mark White of Security National Bank is assisting with fundraising efforts. Reed also met with Jody Teal and Brianne Kemp of Energize, Inc. regarding assistance they can provide the Foundation with their fundraising efforts.
- G. City Council Representative was not present. Proctor advised that Logan may not have the time to be present at the meetings.

V. OLD BUSINESS

- A. There was no old business this month.

VI. CURRENT BUSINESS

A. Review- Photograph Policy (2012)

A motion to approve the Photograph Policy was made by Boone. Seconded by Muhlecke. All votes, "Aye." Motion carried.

B. Review- Inclement Weather Policy (2014)

A motion to approve the Inclement Weather Policy was made by Boone. Seconded by Murray. All votes, "Aye." Motion carried.

C. Library Budget Planning 2019-2020

Reed discussed upcoming dates for budget steps for the next budget year. A few goals for next year are repainting the interior at the Main Library, updating staff computers at the Children's Library, refurbishing some seating at the Main Library, and purchasing a kite shade for the Children's Library now that the tree has been removed.

VII. PUBLIC COMMENT

A. There was no public comment

VIII. ADJOURNMENT

A. A motion to adjourn was made by Muhlecke. Seconded by Murray. All votes, "Aye." Motion carried. Meeting adjourned at 7:25pm.

Respectfully Submitted,

**Kaitlynn Boone,
Secretary**

Approval of Library Board Trustee

Date