

## LIBRARY BOARD OF TRUSTEES

Gretna Public Library

July 23, 2018 Minutes

### I. CALL MEETING TO ORDER

- A. Board Chair Shawna Proctor called the meeting to order at 6:34pm. She noted a copy of the Open Meetings Act was posted. Present were Library Board Trustees Shawna Proctor, Sandra Kalina, Kaitlynn Boone, Eric Murray, Alma Muhleck, and Paul Wasalaski were present. Library Director, Krissy Reed from the library staff was present. City Council liaison, Angie Lauritsen was also present.

### II. APPROVAL OF MINUTES

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

### III. APPROVAL OF FINANCIAL REPORT

- A. The July 2018 financial report was presented and reviewed. A motion to approve was made by Muhleck. Seconded by Boone. All votes, "Aye." Motion carried.

### IV. REPORTS

- A. Library Director's Report and Circulation report were reviewed by the members of the Board.
- 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 noted two employee reviews that would be discussed.
- E. The Committee on Public Relations reported 125 VIP invitations for the Library Foundation's open house at Turtle Doves were sent out. Library Foundation volunteers will walk in the Gretna Days parade, pass out fans and candy, along with a game booth during the picnic.
- F. A Foundation Representative did not attend the meeting. Shawna Proctor reported that the Foundation is getting together tomorrow to get fruit together for the Turtle Doves event.
- G. City Council Representative reported that the City of Gretna is hosting the 12<sup>th</sup> Annual Nebraska Wine and Balloon Festival coming in August. The event could bring 5,000 to 7,000 people. This is requiring some of our park ordinances to be paused to accommodate the event.
  - a. Harvest Hills new build was approved for Phase 1 (192<sup>nd</sup> and Schram). They will keep all existing trees possible, one bridge; the homes will range from starter homes to estates.
  - b. Lincoln Place has been approved to put in a sand lot and walking trails. It is a first come, first serve baseball field.
  - c. A doggie daycare was approved in Royal Review. It will be a boarding and grooming facility.

**V. OLD BUSINESS**

A. Review/Approve- Circulation Policy (2009)

A motion to approve the revision was made by Boone. Seconded by Kalina. All votes, "Aye." Motion carried.

**VI. CURRENT BUSINESS**

A. Approval of Employee Reviews

a. Alyssa Rogers- Annual Review by Library Director

b. Ashley Suey- Annual Review by Library Director

A motion to move discussion pertaining to the reviews to Executive Session was made by Muhlecke. Seconded by Wasalaski. All votes, "Aye." Motion carried.

**VII. PUBLIC COMMENT**

A. There was no public comment

**VIII. EXECUTIVE SESSION:-** For the purpose of discussion regarding employee evaluation.

A motion to enter executive session was made by Muhlecke. Seconded by Wasalaski. All votes, "Aye." Motion carried. Entered executive session at 7:07pm.

A motion to exit executive session was made by Murray. Seconded by Wasalaski. All votes, "Aye." Motion carried. Exited executive session at 7:14pm.

A motion to approve the annual review for Alyssa Rogers was made by Muhlecke. Seconded by Murray. All votes, "Aye." Motion carried.


A motion to approve the annual review for Ashley Suey was made by Wasalaski. Seconded by Kalina. All votes, "Aye." Motion carried.

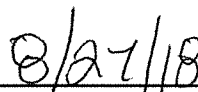
**IX. ADJOURNMENT**

A motion to adjourn was made by Murray. Seconded by Wasalaski. All votes, "Aye." Motion carried. Meeting adjourned at 7:16pm.

Respectfully Submitted,

Kaitlynn Boone  
Library Board Secretary

  
Approval of Library Board Trustee

  
Date