

## **LIBRARY BOARD OF TRUSTEES**

### **AGENDA**

Gretna Public Library

November 27, 2023 6:30 P.M.

#### **I. CALL MEETING TO ORDER**

- A. Public Announcement: Current Copy of the Open Meeting Act is posted on the east wall of the Meeting Room.
- B. Roll Call

#### **II. APPROVAL OF MINUTES**

- A. October 2023 Meeting Minutes

#### **III. APPROVAL OF FINANCIAL REPORT**

- A. October 2023 Claims & Reports

#### **IV. REPORTS**

- A. Library Director's Report
  - a. Circulation Report
  - b. Informational Reports
- B. Committee on Finance – Sandra Kalina, Kaitlynn Boone
- C. Committee on Building, Grounds, and Technology – Alma Muhlecke, Rachel Cushing, Erin Willnerd
- D. Committee on Administration and Personnel –Shawna Proctor, Anna Castillo, Rachel Cushing
- E. Committee on Public Relations –Shawna Proctor, Rachel Cushing, Erin Willnerd
- F. Foundation Representative –Erin Willnerd
- G. City Council Representative – Kara Alexander

#### **V. OLD BUSINESS**

- A. Approval of Employee Review
  - a. Kristina Reed- Annual Review by Library Board

#### **VI. CURRENT BUSINESS**

- B. Proposal to move December meeting date to December 18, 2023
- C. Approval of Library Holiday Hours for December 2023/January 2024

#### **VII. PUBLIC COMMENT** (See procedures for public comment below)

#### **VIII. EXECUTIVE SESSION** - for the purpose of discussion regarding personnel.

#### **VIII. ADJOURNMENT**- Motion to approve.

**Notices:**

A. Copy of Open Meetings Act: The Gretna Library Board makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. The Act is posted on the east wall of the meeting room.

B. The Gretna Library Board reserves the right to go into executive session/closed session for one or both of the following reasons according to Nebraska State Law: to protect public interest or to prevent needless injury to a staff member's reputation.

C. Instructions for those who wish to speak during the public comment forum:

Getting Started: When it is your turn to speak during the public comment portion of the agenda, please stand up/come forward and state your name to the Gretna Library Board.

Time Limit: You may speak only one time on any of the current business items and must limit comments to 3 minutes or less. If you would like to speak about a matter or issue not on the agenda, please notify the Gretna Library Board in writing in advance, so that there is time to place the issue on a future agenda.

General Rules: Please remember that this is a public meeting for the conduct of the business of the Gretna Library Board. Offensive language, personal attacks and hostile conduct will not be tolerated.