

LIBRARY BOARD OF TRUSTEES

AGENDA

Gretna Public Library

February 27, 2023 6:30 P.M.

I. CALL MEETING TO ORDER

- A. President Rachel Cushing called the meeting to order at 6:32pm. She noted a copy of the Open Meetings Act was available in the Library's meeting room. Present were Library Board Trustees, Anna Castillo, Kaitlynn Boone, Alma Muhleck, Erin Willnerd, Shawna Proctor, and Rachel Cushing. Library Director Krissy Reed and City Council representative, Kara Alexander were present. Library Board Trustee Sandra Kalina was absent.

II. APPROVAL OF MINUTES

- A. January 2023 Meeting Minutes
A motion to approve January 2023 minutes was made by Boone. Seconded by Willnerd. All votes, "Aye."
Motion carried.

III. APPROVAL OF FINANCIAL REPORT

- A. January 2023 Claims & Reports
A motion to approve January 2023 claims and reports was made by Boone. Seconded by Castillo. 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 a follow up on the employee review process-moving forward only the Library Director's review will be approved by the Library 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 had nothing to report.
- E. Committee on Public Relations had nothing to report.
- F. Foundation Representative Erin Willnerd discussed the upcoming needs study to work towards the campaign kickoff this spring.
- G. City Council Representative Alexander discussed the City's plan to work with the Library Foundation to obtain as much support and funding to get greater community involvement in the upcoming new building project.

V. OLD BUSINESS

- A. Coretech Technology plan update was presented by Director Reed. The plan outlines current needs and plans for future updates to computers and network equipment. Staff computers are a priority for upgrading in 2024. Director Reed will meet with Tom from CoreTech to discuss expenses for needed updates.

VI. CURRENT BUSINESS

- A. Review: Policy Revisions Schedule Policy (2019)
 - a. A motion to approve the Policy Revisions Schedule Policy was made by Castillo. Seconded by Proctor. All votes, "Aye." Motion carried.
- B. Review: Meeting Room Policy and checklist (2019)
 - a. A motion to move the review of the meeting room policy to next month's agenda was made by Muhleck. Seconded by Proctor. All votes, "Aye." Motion carried.

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

There was no public comment.

VIII. ADJOURNMENT

A motion to adjourn was made by Muhlecke. Seconded by Boone. All votes, "Aye." Motion carried. Meeting adjourned at 7:39pm.

Respectfully Submitted,

Anna Castillo
Secretary

Approval of Library Board Trustee