

LIBRARY BOARD OF TRUSTEES

MINUTES

Gretna Public Library

May 23, 2022

I. CALL MEETING TO ORDER

Vice President Sandra Kalina called the meeting to order at 6:37pm. She noted a copy of the Open Meetings Act was posted in the Library's meeting room. Present were Library Board Trustees, Kaitlynn Boone, Alma Muhlecke, Sandra Kalina, Rachel Cushing, Anna Castillo, Library Director Krissy Reed, and City Council representative Kara Alexander. Shawna Proctor was absent.

II. APPROVAL OF MINUTES

A. April 2022 Meeting Minutes

A motion to approve April minutes with revisions was made by Castillo. Seconded by Muhlecke. All votes, "Aye." Motion carried.

III. APPROVAL OF FINANCIAL REPORT

A. A motion to approve April 2022 Claims & Reports was made by Muhlecke. 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.
- B. Committee on Finance had nothing to report other than the new budget.
- C. Committee on Building, Grounds, and Technology noted that the cameras have been working outside the buildings which is why they were not replaced as budgeted.
- D. Committee on Administration and Personnel reported a lack of candidates for the open library position. The positing will be open until early June. Director Reed noted the large number of current library positions that are open across the state.
- E. Committee on Public Relations had nothing to report.
- F. Foundation Representative reported the next meeting will be the June 1st. The executive group is meeting this week to discuss the elections and new officers. They are gearing up for the needs study and are in a holding pattern until that time.
- G. City Council Representative Alexander reported the City is hoping to have a review of salaries across the City, this could assist with the lack of applicants for the open library position. Kara also relayed additional information on planning for the City and new developments.

V. OLD BUSINESS

A. Board continuing education

Director Reed advised she will send out a link for continuing education for watching each month.

VI. CURRENT BUSINESS

A. Library budget 2022-2023 approval

Director Reed walked through the special request items of the budget including new restroom partitions, water bottle filling station at both libraires, mounting the projector with switch, new desk space for Director, and larger refrigerator for the main library. Computer Licensing had additional fees this year, and do not believe that line item needs an increase for next year.

A motion to approve the Library Budget was made by Muhleck. Seconded by Cushing. All votes, "Aye."
Motion carried.

B. Review: Unattended Children Policy (2018)

The Board discussed the need for revisions to lower the age to 13 for looking after children under the age of 8. They also discussed the addition of vulnerable adults. The Board looked at removing procedure from the document in order to keep this a policy focused document.

A motion to continue the review of the Unattended Children and Vulnerable Adults Policy at the next meeting was made by Boone. Seconded by Muhleck. All votes, "Aye." Motion carried.

VII. PUBLIC COMMENT

There was no public comment.

IX. ADJOURNMENT

A motion to adjourn was made by Muhleck. Seconded by Boone. All votes, "Aye." Motion carried. Meeting adjourned at 7:49pm.

Respectfully Submitted,

Kaitlynn Boone
Secretary

Approval of Library Board Trustee