

LIBRARY BOARD OF TRUSTEES

AGENDA

Gretna Public Library
June 26, 2023 6:30 P.M.

I. CALL MEETING TO ORDER

A. A meeting of the Gretna Public Library Board of Trustees was held on June 26, 2023. 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: Library Board Trustees Anna Castillo, Sandra Kalina, Rachel Cushing, Kaitlynn Boone, and Alma Muhlecke. Absent: Library Board Trustees Erin Willnerd and Shawna Proctor. Library Director Krissy Reed and City Council representative Kara Alexander were also present.

II. APPROVAL OF MINUTES

A. May 2023 Meeting Minutes

A motion to approve May 2023 minutes was made by Boone. Seconded by Kalina. All votes, "Aye." Motion carried.

III. APPROVAL OF FINANCIAL REPORT

A. May 2023 Claims & Reports

A motion to approve May 2023 claims and reports was made by Castillo. Seconded by Muhlecke. All votes, "Aye." Motion carried.

IV. REPORTS

- A. Library Director's Report, Circulation Report, and Informational reports were reviewed by the Board. Director Reed shared about the business expo success and the increase in circulation at both libraries.
- B. Committee on Finance has received their budget packet and will continue budget planning.
- C. Committee on Building, Grounds, and Technology had nothing to report.
- D. Committee on Administration and Personnel discussed current job openings and posted job descriptions and the process to update job descriptions. The upcoming budget proposal includes a request for a change to the Young Adult Services Librarian position to full-time.
- E. Committee on Public Relations had nothing to report.
- F. Foundation Representative Erin Willnerd was not present, Director Reed discussed the Foundation's plan to hand out books at the Gretna Days Parade.
- G. City Council Representative Kara Alexander discussed the MOU approval between the City and Library Foundation and the results of the study will be sent out to participants. The developer is set to purchase the future Library site which will allow the location to be announced publicly and discussed other upcoming developments in that area.

V. OLD BUSINESS

A. Budget proposal for fiscal year 2023-2024.

A motion to approve the 2023-2024 budget proposals with grammatical changes was made by Boone. Seconded by Muhlecke. All votes, "Aye." Motion carried.

VI. CURRENT BUSINESS

A. Estimated budget expenses for August and September 2023

A motion to move the estimated budget expenses for August and September to the July meeting was made by Boone. Seconded by Kalina. All vote, "Aye." Motion carried.

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

There was no public present for comment

VIII. ADJOURNMENT

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

The next Library Board of Trustees meeting will be held on July, 17 2023 at 6:30pm at the Children's Library.

Respectfully Submitted,

Anna Castillo
Secretary

Approval of Library Board Trustee