

LIBRARY BOARD OF TRUSTEES

AGENDA

Gretna Public Library

September 25, 2023 6:30 P.M.

I. CALL MEETING TO ORDER

A. A meeting of the Gretna Public Library Board of Trustees was held on September 25, 2023. Board 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 Rachel Cushing, Anna Castillo, Erin Willnerd, Kaitlynn Boone and Sandra Kalina. Absent: Library Board Trustees Shawna Proctor and Alma Muhlecke. Library Director, Krissy Reed and City Council representative Lauren Liebenritt were also present.

II. APPROVAL OF MINUTES

A. August 2023 Meeting Minutes

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

III. APPROVAL OF FINANCIAL REPORT

A. August 2023 Claims & Reports

A motion to approve August 2023 claims and reports was made by Castillo. Seconded by Kalina. 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 record setting circulation numbers for August 2023. An update was given on the open positions at the Library and working together with the City Clerk to rewrite postings for those positions.
- 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 discussed current job openings and needed revisions to some current job titles in the coming year to match the job duties.
- E. Committee on Public Relations had nothing to report.
- F. Foundation Representative Erin Willnerd discussed the capital campaign training, orientation and volunteer recruitment. The Foundation has been working on the case study booklet to be given out to donors. A donor event is in the planning stages at the new YMCA sometime at the end of October.
- G. City Council Representative Lauren Liebenritt discussed a possible change in the land purchase for the new library/city hall location.

V. OLD BUSINESS

A. There was no old business to discuss.

VI. CURRENT BUSINESS

A. Inclement Weather Policy

A motion to approve the Inclement Weather Policy with changes was made by Boone. Seconded by Willnerd. All votes, "Aye." Motion carried.

B. Alcohol and Drugs Policy

A motion to approve the Alcohol and Drug Policy with changes was made by Castillo. Seconded by Kalina. All votes, "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 Kalina. Seconded by Boone. All votes, "Aye." Motion carried. Meeting adjourned at 7:11pm.

The next Library Board of Trustees meeting will be held on October 23, 2023 at 6:30pm at the Main Library.

Respectfully Submitted,

Anna Castillo
Secretary

Approval of Library Board Trustee