

LIBRARY BOARD OF TRUSTEES

Minutes

Gretna Public Library

September 27, 2021

I. CALL MEETING TO ORDER

A. President Shawna Proctor called the meeting to order at 6:34pm. She noted a copy of the Open Meetings Act was posted in the Library's meeting room. Present were Library Board Trustees, Shawna Proctor, Kaitlynn Boone, Anna Castillo, Sandra Kalina, Rachel Cushing, and Alma Muhleck. Library Director Krissy Reed was also present.

II. APPROVAL OF MINUTES

A. August 2021 Meeting Minutes

A motion to approve August 2021 minutes was made by Castillo. Seconded by Alma. All votes, "Aye."
Motion carried.

III. APPROVAL OF FINANCIAL REPORT

A. August 2021 Claims & Reports

A motion to approve the August 2021 Claims and Reports was made by Castillo. Seconded by Cushing. All votes, "Aye." Motion carried.

IV. REPORTS

A. Library Director's Report, Circulation Report, Informational Reports were reviewed by the 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 was not present; however, Director Reed advised the Steier Group, an Omaha based consulting firm for non-profits, is a resource that the Foundation will have present at their next meeting. If selected by the Foundation, this group could help lead a new feasibility study and get a capital campaign off the ground. The Library Foundation also appreciates the memorials received in honor of Jan Vala.

G. City Council Representative – Paula Dennison relayed the City Council is still working through the annexation notices.

V. OLD BUSINESS

A. Review: Financial Policy revision to eliminate late fees (2018)

The Library Board revisited the desire to remove daily overdue fees on Library materials. And additional change was suggested by Boone to include referencing the Circulation Policy within the Financial Policy.

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

VI. CURRENT BUSINESS

A. Review: Circulation Policy (2018)

Director Reed suggested changing the age in which a Library card may be obtained from 6yrs old to 5yrs old.

This revision allows for all children of kindergarten age to have a Library card if a parent or guardian chooses.

Revision was suggested to include all federally protected classes and clarification on daycare providers in the school district limits.

A motion to approve the Financial Policy with changes was made by Castillo. Seconded by Muhlecke. All votes, "Aye." Motion carried.

B. Approval of Employee Review

a. Adina Bell - Annual Review by Library Director

A motion to move the annual reviews of Adina Bell to Executive Session was made by Muhlecke. Seconded by Kalina. All votes, "Aye." Motion carried.

VII. PUBLIC COMMENT

There was no public comment.

VIII. EXECUTIVE SESSION- for the purpose of discussion regarding employee evaluation.

A motion to enter Executive Session to discuss the annual reviews of Adina Bell was made by Boone. Seconded by Castillo. All votes, "Aye." Motion carried. Entered Executive Session at 7:21pm.

A motion to exit Executive Session was made by Boone. Seconded by Castillo. All votes, "Aye." Motion carried. Exited Executive Session at 7:28 pm.

A motion to approve the annual review of Adina Bell was made by Boone. Seconded by Kalina. All votes, "Aye." Motion carried.

IX. ADJOURNMENT

A motion to adjourn was made by Muhlecke. Seconded by Castillo. All votes, "Aye." Motion carried. Meeting adjourned at 7:30pm.

Respectfully Submitted,

Kaitlynn Boone
Secretary

Approval of Library Board Trustee