

**LIBRARY BOARD OF TRUSTEES**  
**Minutes**  
Gretna Public Library August 23, 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 Muhlecke. Library Director Krissy Reed was also present.

**II. APPROVAL OF MINUTES**

- A. July 2021 Meeting Minutes  
A motion to approve July 2021 minutes was made by Kalina. Seconded by Cushing. All votes, "Aye." Motion carried.

**III. APPROVAL OF FINANCIAL REPORT**

- A. July 2021 Claims & Reports  
A motion to approve the July 2021 Claims and Reports was made by Kalina. Seconded by Cushing. All votes, "Aye." Motion carried.

**IV. REPORTS**

- A. Library Director's Report, Circulation Report, and Informational Reports were reviewed by the Board. Director Reed reported on City of Gretna's Safety Team training and positive experience. The Board shared their positive experience with the end of summer event the Library held this month.
- B. Committee on Finance  
Director Reed expressed the budget workshop went well. The department heads were all present during the entire budget Workshop. There were no questions directly for the Library.
- C. Committee on Building, Grounds, and Technology had nothing to report.
- D. Committee on Administration and Personnel noted the two annual employee reviews on the agenda.
- E. Committee on Public Relations had nothing to report
- F. Foundation Representative was absent.  
Director Reed advised the Foundation will be meeting on September 1<sup>st</sup> at the Library. The Foundation provided treats for the summer bash, and recruited others for getting involved. The event helped to spark interest and awareness around Foundation efforts.
- G. City Council Representative – Kara Alexander was not present.

**V. OLD BUSINESS**

- A. Elimination of Late Fees (need approval from City Council)  
Director Reed relayed information on other area/Nebraska libraries eliminating late fees. Since going fine-free, these libraries are seeing an increase in items being returned- both those that were substantially late and those that were more recent. Patrons are not renewing items, instead, patrons are simply keeping items a few days before returning without notifying the Library. These libraries only charge for lost or damaged items.

Director Reed estimated that approximately 50-70 items are replaced per year due to damage at GPL, the Library expects a small increase in replacements if overdue fees are eliminated, but nothing significant.

Currently there are only five people who will receive notices for items that are 7 days or more overdue and have \$25 or more in fines.

Current Overdue Fees by Patron Type:

- Adult non-residents: 68 people
- Adults within the City Limits: 123 people
- Children in non-resident: 14 children
- Children within the City Limits: 65 children

**Total accounts with overdue fees: 270**

Total amount owed in overdue fees: \$2,655

Overdue fees collected in 2018-2019: \$2,095

Overdue fines account for .04% of the City's operation budget, which for 2020-21 was just about \$49 million.

The American Library Association has adopted a resolution on Monetary Library Fines as a Form of Social Inequity. The policy was shared with Board members.

The Board discussed the benefit of updating the Financial Policy to remove overdue fees permanently. Once the policy is reviewed/approved by the Board, and then go to City Council seeking final approval.

A motion to suspend fines through the end of 2021 to continue working on this fine free initiative was made by Boone. Seconded by Muhleck. All votes, "Aye." Motion carried.

## **VI. CURRENT BUSINESS**

### **A. Approval of Employee Review**

- a. Rebecca McCorkindale- Annual Review by Library Director
- b. Kristina Reed- Annual Review by Library Board

A motion to move the annual reviews of Rebecca McCorkindale and Kristina Reed to Executive Session was made by Boone. Seconded by Castillo. 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 Rebecca McCorkindale and Kristina Reed was made by Boone. Seconded by Castillo. All votes, "Aye." Motion carried. Entered Executive Session at 7:14pm.

A motion to exit Executive Session was made by Boone. Seconded by Muhleck. All votes, "Aye." Motion carried. Exited Executive Session at 7:29pm.

A motion to approve the annual review of Rebecca McCorkindale was made by Kalina. Seconded by K Muhleck. All votes, "Aye." Motion carried.

A motion to approve the annual review of Kristina Reed was made by Muhleck. Seconded by Boone. All votes, "Aye." Motion carried.

**IX. ADJOURNMENT-** Motion to approve.

A motion to adjourn was made by Muhlecke. Seconded by Castillo. All votes, "Aye." Motion carried. Meeting adjourned at 7:31pm.

**Respectfully Submitted,**

**Kaitlynn Boone  
Secretary**

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**Approval of Library Board Trustee**