

LIBRARY BOARD OF TRUSTEES

MINUTES

Gretna Public Library

September 26, 2022

I. CALL MEETING TO ORDER

A. Vice President Sandra Kalina, called the meeting to order at 6:45pm. She noted a copy of the Open Meetings Act was posted in the Library's meeting room. Present were Library Board Trustees, Sandra Kalina, Alma Muhleck, Anna Castillo, and Rachel Cushing. Library Director Krissy Reed and City Council representative, Kara Alexander were also present. Shawna Proctor and Kaitlynn Boone were absent.

II. APPROVAL OF MINUTES

A. August 2022 Meeting Minutes

A motion to approve August 2022 minutes was made by Muhleck. Seconded by Cushing. All votes, "Aye."
Motion carried.

III. APPROVAL OF FINANCIAL REPORT

A. August 2022 Claims & Reports

A motion to approve August 2022 reports was made by Muhleck. 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 commented that circulation numbers have fully recovered following the closure in 2020. Attendance numbers are still lower, however, much of that is due to an increase in electronic resources. More in person programs being added this year now with consistent staffing should see an that statistic increasing over time.
- B. Committee on Finance reported that the new fiscal year has started October 1st.
- C. Committee on Building, Grounds, and Technology reported that the projector was mounted to the ceiling in the meeting room.
- D. Committee on Administration and Personnel noted the personnel review on the agenda.
- E. Committee on Public Relations had nothing to report.
- F. Foundation Representative was not present.
- G. City Council Representative reported on various projects going on around the city and that Media Day at GXP went well.

V. OLD BUSINESS

A. Approval of Employee Review

a. Kristina Reed- Annual Review by Library Board Personnel Committee

Due to the review not been completed, a motion to table Kristina Reed's annual review until the October 2022 meeting was made by Castillo. Seconded by Muhleck. All votes, "Aye." Motion carried.

VI. CURRENT BUSINESS

A. Election of officers and committee members

Since two trustees were not present, a motion was made by Castillo to table the election of officers and committees to the October 2022 meeting. Seconded by Cushing. All votes, "Aye." Motion carried.

B. Review: Public Media Relations Policy (2017)

A motion to approve the Public Media Relations Policy with changes was made by Cushing. Seconded by Muhlecke. All votes, "Aye." Motion carried.

C. Review: Volunteer Policy (2018)

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

VII. PUBLIC COMMENT

There was no public comment.

VIII. EXECUTIVE SESSION - for the purpose of discussion regarding personnel.

A motion to cancel Executive Session was made by Cushing. Seconded by Castillo. All votes, "Aye." Motion carried.

IX. ADJOURNMENT

A motion to adjourn was made by Castillo. Seconded by Cushing. All votes, "Aye." Motion carried. Meeting adjourned at 7:33pm.

Respectfully Submitted,

Krissy Reed
Library Director

Approval of Library Board Trustee