

**Genoa Public Library**  
Board of Trustee Meeting Minutes  
April 18, 2022

- I. CALL TO ORDER – Meeting was called to order at 7:03 pm by President Jim Hansen. Trustees present: Steven Veeneman, Isabella Giannelli, Donna Bradshaw, and Jennifer Lechelt. Trustees absent: Julie Leffelman. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Jennifer. Vote: Yes/5, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from March 21, 2022. Second by Jennifer. Vote: Yes/5, No/0
- VI. CORRESPONDENCE – Jen reported that the library received a \$100 donation from Kishwaukee College for the use of the Event Room for the spring 2022 session of ESL classes.
- VII. TREASURER’S REPORT – Steven moved that we place \$23,652.25 on the record for audit for the month of March. Second by Donna. A roll call vote was taken: Steven-yes, Donna-yes, Jennifer-yes, Isabella-yes, Jim-yes
- VIII. OLD BUSINESS
  - i. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
  - ii. Items in the Strategic Plan Workbook were reviewed and the list will be updated to reflect progress and completion of goals.
- IX. NEW BUSINESS
  - i. Jen shared the draft working budget for FY22-23 based on the preliminary numbers from the county tax computation report. The final draft will be on the May agenda for approval after getting our final tax computation report from the county.
  - ii. Jim made a motion to purchase (2) Lenovo ThinkCentre workstations and (2) Lenovo monitors with accompanying warranties to replace our front staff workstations from CDW-G for a total cost of \$3,858.26. Second by Isabella. A roll call vote was taken: Steven-yes, Donna-yes, Jennifer-yes, Isabella-yes, Jim-yes
  - iii. Steven made a motion to approve converting some of our outlets in the main library and the Event Room to USB receptacles by Special Power, Inc. Second by Donna. A roll call vote was taken: Steven-yes, Donna-yes, Jennifer-yes, Isabella-yes, Jim-yes
- X. STANDING COMMITTEES
  - a. Finance – None
  - b. Technology – None
  - c. Facilities – None
  - d. Policy - None
- XI. CLOSED SESSION – None
- XII. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XIII. ADDITIONAL DISCUSSION
  - i. Jen shared an update on summer reading 2022 and the changes being made to our program.
  - ii. The Board viewed the Short Takes for Trustees training video “Library Policies”.
  - iii. A lengthy discussion was had regarding suggestions/recommendations made by Trustees; the role of a Trustee within the Board; and the responsibilities of the Board versus the Library Director and library staff.
- XIV. ADJOURNMENT – The meeting was adjourned in due form at 9:20 pm.

**Next Meeting: May 16, 2022**