

Genoa Public Library
Board of Trustee Meeting Minutes
December 19, 2022

- I. CALL TO ORDER – Meeting was called to order at 7:03 pm by Board Vice-President Donna Bradshaw. Trustees present: Steven Veeneman, Jennifer Lechelt, and Julie Leffelman. Trustee absent: Jim Hansen. Also present: Library Director Jen Barton. Due to Jim’s absence, Vice-President Donna Bradshaw presided over the meeting.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Jennifer. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from November 21, 2022. Second by Jennifer. Vote: Yes/4, No/0
- VI. CORRESPONDENCE – None
- VII. TREASURER’S REPORT – Steven moved that we place \$16,933.32 on the record for audit for the month of November. Second by Donna. A roll call vote was taken: Steven-yes, Julie-yes, Donna-yes, Jennifer-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 on the Strategic Plan Progress Report were reviewed and the list will be updated to reflect progress and completion of goals.
- IX. NEW BUSINESS
 - i. Steven made a motion to gift full-time staff with \$100 and part-time staff with \$25 for Christmas from the Board at a total of \$475. Second by Jennifer. A roll call vote was taken: Steven-yes, Julie-yes, Donna-yes, Jennifer-yes.
- X. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XII. FUTURE AGENDA ITEMS – None
- XIII. ADDITIONAL DISCUSSION
 - i. The Board viewed the Short Takes for Trustees training video on “Board Self-Evaluation”.
- XIV. CLOSED SESSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 8:25 pm.

Next Meeting: January 16, 2023