

# Genoa Public Library District

## Board of Trustee Meeting Minutes

May 15, 2023

- I. CALL TO ORDER – Meeting was called to order at 7:15 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Jennifer Lechelt, Mary Keys, and Donna Bradshaw. Also present: Library Director Jen Barton.
- II. REMOTE ATTENDANCE – Donna made a motion to allow Trustee Jen Lechelt to participate in the meeting via speakerphone due to a medical emergency. Second by Steven. Vote: Yes/4, No/0
- III. SWEARING IN OF TRUSTEES – Steven acting as secretary pro-tem swore in Jim Hansen and Mary Keys as our newly elected/appointed trustees.
- IV. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Donna. Vote: Yes/5, No/0
- V. PUBLIC COMMENT – None
- VI. PRESENTATIONS – None
- VII. APPROVAL OF MINUTES – Steven moved to approve the minutes from April 17, 2023. Second by Donna. Vote: Yes/5, No/0
- VIII. CORRESPONDENCE – None
- IX. TREASURER’S REPORT – Steven moved that we place \$24,113.60 on the record for audit for the month of April. Second by Jennifer. A roll call vote was taken: Donna-yes, Mary-yes, Jennifer-yes, Steven-yes, Jim-yes
- X. 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. Library Director Jen Barton shared that the City of Genoa had sent out a survey and description of the downtown revitalization project to all residents with a survey deadline of June 1, 2023.
  - iii. Library Director Jen Barton recommended that the Board determine a date for the first meeting of the Decennial Committee on Local Government Efficiency. Per the Act, committees are required to have their first meeting by June 10, 2023. The Board agreed to set the meeting for Monday, June 5, 2023 at 7 pm in the library Event Room. Library Director Jen Barton will send out a reminder email with an agenda to all committee members on June 1, 2023.
- XI. NEW BUSINESS
  - i. Steven made a motion to approve the Non-Resident Fee Schedule for FY2023-24. Second by Donna. A roll call vote was taken: Donna-yes, Mary-yes, Jennifer-yes, Steven-yes, Jim-yes
  - ii. Mary made a motion to accept the working budget for FY2023-24 as presented. Second by Steven. A roll call vote was taken: Donna-yes, Mary-yes, Jennifer-yes, Steven-yes, Jim-yes
- XII. STANDING COMMITTEES
  - a. Finance – None
  - b. Technology – None
  - c. Facilities – None
  - d. Policy - None
- XIII. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XIV. FUTURE AGENDA ITEMS – None
- XV. ADDITIONAL DISCUSSION
  - i. Library Director Jen Barton distributed the library director evaluation packets to trustees.
  - ii. The recap for the library branding training exercise was tabled until the regular June meeting.
- XVI. CLOSED SESSION – None
- XVII. ADJOURNMENT – The meeting was adjourned in due form at 8:15 pm.

**Next Meeting: June 19, 2023**