

**Genoa Public Library**  
Board of Trustee Meeting Minutes  
December 18, 2023

- I. CALL TO ORDER – Meeting was called to order at 7:01 pm by Board Vice-President Donna Bradshaw. Trustees present: Steven Veeneman, Jennifer Lechelt, and Mary Keys. Board President Jim Hansen arrived at 7:15 pm. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Mary. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from November 20, 2023. Second by Donna. Vote: Yes/4, No/0
- VI. CORRESPONDENCE – The Library received two pieces of correspondence this month: (1) a Notice of Property Assessment Appeal from a property owner who is petitioning the county to reduce their assessment by \$100,000 or more and (2) a FOIA request from the ACLU requesting records pertaining to requests for removal or requests to restrict viewing of any books or materials at the Library.
- VII. TREASURER’S REPORT – Steven moved that we place \$20,532.75 on the record for audit for the month of November. Second by Jennifer. A roll call vote was taken: Steven-yes, Donna-yes, Jennifer-yes, Mary-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.
- IX. NEW BUSINESS
  - i. Steven made a motion to approve the General Paid Leave for All Part-Time Workers policy as presented. Second by Donna. Vote: Yes/4, No/0
  - ii. Mary 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 \$500. Second by Donna. A roll call vote was taken: Steven-yes, Donna-yes, Jennifer-yes, Mary-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 – None
- XIV. CLOSED SESSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 7:28 pm.

**Next Meeting: January 15, 2024**