

**Genoa Public Library**  
**Board of Trustee Meeting Minutes**  
**September 20, 2021**

- I. CALL TO ORDER – Meeting was called to order at 7:02 pm by Board President Jim Hansen. Trustees present: Julie Leffleman, Donna Bradshaw, and Jennifer Lechelt. Trustees via phone: Steven Veeneman. Also present: Library Director Jen Barton.
- II. REMOTE ATTENDANCE – Donna made a motion to allow Trustee Steven Veeneman to participate in the meeting via speakerphone due to a COVID-19 quarantine. Second by Julie. Vote: Yes/4, No/0
- III. APPROVAL OF AGENDA – Jim moved to approve the agenda, second by Jennifer. Vote: Yes/5, No/0
- IV. PUBLIC COMMENT – None
- V. PRESENTATIONS – None
- VI. APPROVAL OF MINUTES – Steven moved to approve the minutes from August 16, 2021. Second by Donna. Vote: Yes/5, No/0
- VII. CORRESPONDENCE – None
- VIII. TREASURER’S REPORT – Steven moved that we place \$27,403.90 on the record for audit for the month of August. Second by Julie. A roll call vote was taken: Steven-yes, Jim-yes, Jennifer-yes, Donna-yes, Julie-yes
- IX. 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.
- X. NEW BUSINESS
  - i. Steven made a motion to approve the Tax Levy Ordinance 21-03. Second by Jennifer. A roll call vote was taken: Donna-yes, Jim-yes, Jennifer-yes, Steven-yes, Julie-yes
  - ii. Donna made a motion to approve the Board Meeting Ordinance 21-04. Second by Jennifer. Vote: Yes/5, No/0
  - iii. Steven made a motion to approve the Holiday Addendum to Ordinance 21-04. Second by Jim. Vote: Yes/5, No/0
  - iv. Jim made a motion to approve the revisions to the Library Cards policy. Second by Donna. Vote: Yes/5, No/0
  - v. Jim made a motion to approve the revisions to the FOIA Resolution policy. Second by Steven. Vote: Yes/5, No/0
- XI. STANDING COMMITTEES
  - a. Finance – None
  - b. Technology – None
  - c. Facilities – None
  - d. Policy - None
- XII. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XIII. CLOSED SESSION – None
- XIV. ADDITIONAL DISCUSSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 7:54 pm.

**Next Meeting: October 18, 2021**

**\*ALL BOARD MEMBERS, STAFF, AND PUBLIC ATTENDEESS WERE REQUIRED TO MAINTAIN PROPER PHYSICAL DISTANCING (AT LEAST 6 FEET APART) WHILE PARTICIPATING IN THE MEETING.**