

# Genoa Public Library District

## Board of Trustee Meeting Minutes

March 20, 2023

- I. CALL TO ORDER – Meeting was called to order at 7:00 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Jennifer Lechelt, Julie Leffelman, and Donna Bradshaw. 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 – City of Genoa Mayor, Jonathon Brust, and City Administrator, Alyssa Seguss, presented color renderings and details for the City’s proposed downtown revitalization project that also includes closing Emmett street from the alley to Main Street for the creation of a hard-surfaced gathering space.
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from February 20, 2023. Second by Donna. Vote: Yes/5, No/0
- VI. CORRESPONDENCE
  - i. Jen read a letter from Gabriela Rodriguez nominating Mary Keys as a potential Library Trustee. Jen will send a letter and application to Mary.
  - ii. The Library received a check from Meghin Lux in the amount of \$50 in memory of Jim Kline.
- VII. TREASURER’S REPORT – Steven moved that we place \$30,320.64 on the record for audit for the month of February. Second by Jennifer. A roll call vote was taken: Donna-yes, Jennifer-yes, Julie-yes, Steven-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. Library Director Jen Barton shared the information she learned from Heartland Bank after following up with questions from the last Board meeting in February. There is no option to just receive bank statements electronically; the Library would need to sign up for online banking in order to have access to the statements. Since the Library Director and the Board are concerned with any one person having access to the library bank accounts online, the Board decided to not pursue electronic bank statements at this time.
  - iii. The Library Board discussed the Genoa Downtown Revitalization project, specifically focusing on the potential closure of Emmett Street. There continues to be concerns from the Board about relocating the Emmett Street book drop, potential increased bathroom use, and the parking requirement per the library’s PUD with the City of Genoa for the construction of the new library building in 2014 that the library would be in violation of if Emmett Street is closed. Jen will continue working with the City to address the Library Board’s concerns and work towards resolutions if the Emmett Street project is approved by City Council.
- IX. NEW BUSINESS
  - i. Steven made a motion to close the library on Sunday, April 2, 2023 in order for staff to attend a memorial service for Jim Kline, a former Library employee and patron. Second by Donna. Vote: Yes/5, No/0
  - ii. Library Director Jen Barton presented a memo and report template from Ancel Glink on the Decennial Committee on Local Government Efficiency Act that was provided to RAILS libraries. The Library must form a committee and meet prior to June 10, 2023 in order to be compliant with the Act.
- 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 Library brand training exercise was tabled until the April meeting.

ii. Jennifer was approached by Jennifer Groce of Gospel Life Bible Church regarding the Library being a distribution site for their backpack drive prior to the start of the 2023-24 school year. The Library would only be responsible for distributing 10-15 backpacks. Library Director Jen Barton asked if the church was also running a supply drive that the Library could be a host site for during summer reading. Jennifer will follow up with Jennifer Groce and report back.

XIV. CLOSED SESSION – None

XV. ADJOURNMENT – The meeting was adjourned in due form at 9:15 pm.

**Next Meeting: April 17, 2023**