

Genoa Public Library District

Board of Trustee Meeting Minutes

April 17, 2023

- I. CALL TO ORDER – Meeting was called to order at 7:01 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Jennifer Lechelt, and Donna Bradshaw. Trustees absent: Julie Leffelman. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Donna. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from March 20, 2023. Second by Jennifer. Vote: Yes/4, No/0
- VI. CORRESPONDENCE
 - i. Library Director Jen Barton read a letter and application from Mary Keys who is interested in serving on the Library Board of Trustees.
 - ii. Library Director Jen Barton read a letter from Michell Donahoe, Executive Director of the DeKalb County History Center, regarding their successful bid to host a Smithsonian exhibit in spring of 2024. The Library has agreed to partner with the DeKalb County History Center on a program to highlight the Smithsonian exhibit.
- VII. TREASURER’S REPORT – Steven moved that we place \$15,801.49 on the record for audit for the month of March. Second by Donna. A roll call vote was taken: Donna-yes, Jennifer-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 a couple of updates regarding the City of Genoa downtown revitalization project.
 - iii. Library Director Jen Barton shared updates from the training she attended on April 14, 2023 regarding the Decennial Committee on Local Government Efficiency Act presented by Ancel Glink via RAILS. Jen also has three volunteers willing to serve as the resident committee members although we are only required to have two. The Board needs to form the committee prior to June 10, 2023 and then has 18 months to complete the report and file it with the DeKalb County Board.
- IX. NEW BUSINESS
 - i. Steven made a motion to appoint Mary Keys as a Trustee of the Genoa Public Library District. Second by Jennifer. Vote: Yes/4, No/0
 - ii. Steven made a motion to adopt the Child and Youth Safety Policy as presented. Second by Jennifer. Vote: Yes/4, No/0
- 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 worked through an exercise towards creating a library values statement.
 - ii. Library Director Jen Barton reminded the Board that she will be on vacation from May 1 through May 5, 2023 and will be in an area that may have limited cell service.

- iii. Jennifer reported that Jennifer Groce of Gospel Life Bible Church would like the Library to distribute the backpacks from their drive during June. Library Director Jen Barton asked Jennifer to have Jennifer Groce reach out to her directly to coordinate the details for distribution.
- iv. Donna reported that the Genoa Area Chamber of Commerce is applying for a grant to purchased AEDs that would be distributed around town. The Chamber would like to donate one to the Library if they are successful in obtaining their grant.

XIV. CLOSED SESSION – None

XV. ADJOURNMENT – The meeting was adjourned in due form at 8:45 pm.

Next Meeting: May 15, 2023