

Genoa Public Library District

Board of Trustee Meeting Minutes

May 20, 2024

- I. CALL TO ORDER – Meeting was called to order at 7:00 pm by Board Vice-President Donna Bradshaw. Trustees present: Steven Veeneman, Mary Keys, and Jennifer Lechelt. Trustees absent: Jim Hansen. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Mary moved to approve the agenda as presented. Second by Steven. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from April 22, 2024. Second by Jennifer. Vote: Yes/4, No/0
- VI. CORRESPONDENCE – None
- VII. TREASURER’S REPORT – None
- 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. Library Director Jen Barton shared that she and Steven had met with Jamie Sibigroth of Heartland Bank & Trust to discuss adding Business Connect access to our services in addition to the fraud services that Heartland Bank & Trust offers its business customers. The board discussed the services and additional fees for these services. Steven moved to add Business Connect, Payee Positive Pay, and ACH Filter services to our Corporate account. Second by Donna. A roll call vote was taken: Donna-yes, Mary-yes, Jennifer-yes, Steven-yes
 - ii. Steven moved to approve the Non-Resident Fee Schedule for FY2024-25. Second by Jennifer. A roll call vote was taken: Donna-yes, Mary-yes, Jennifer-yes, Steven-yes
 - iii. Library Director Jen Barton shared that a local competitor of our current HVAC service company provided a proposal for an annual HVAC service agreement. The board tabled this agenda item until the renewal for the HVAC service agreement is received from our current provider in July.
- 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. Library Director Jen Barton stated that she had met with a local muralist who was interested in providing her services to the Library. Jen asked the Board if a mural project was a topic they would like to pursue further in the present moment and after discussion, they declined.
 - ii. The Library will be closing at 3 pm on June 4, 2024 and will remain closed until Monday, June 10, 2024 due to Genoa Days.
 - iii. Library Director Jen Barton distributed the director evaluation packets. The board discussed some changes they would like to make to the evaluation process. For this evaluation cycle, the board will fill out the director review forms and bring them to the June meeting for discussion during closed session. For future evaluation cycles, creating a Director Review committee to facilitate the review forms and prepare the evaluation was discussed. Mary moved to appoint

Jim Hansen, Jennifer Lechelt, and Donna Bradshaw to the Director Review committee. Second by Steven. Vote: Yes/4, No/0

XIV. CLOSED SESSION – None

XV. ADJOURNMENT – The meeting was adjourned in due form at 8:39 pm.

Next Meeting: June 17, 2024