

**Genoa Public Library**  
Board of Trustee Meeting Minutes  
October 17, 2022

- I. CALL TO ORDER – Meeting was called to order at 7:00 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Jennifer Lechelt, and Julie Leffelman. Trustee absent: Donna Bradshaw. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Jennifer. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from September 19, 2022. Second by Jennifer. Vote: Yes/4, No/0
- VI. CORRESPONDENCE
  - i. Library Director Jen Barton shared the DeKalb County Notice of Property Assessment that the library received for the tenant portion of the 232 building. Our assessment increased 4.71% over last year.
- VII. TREASURER’S REPORT – Steven moved that we place \$18,883.51 on the record for audit for the month of September. Second by Jennifer. A roll call vote was taken: Steven-yes, Jim-yes, Julie-yes, Jennifer-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. Items on the Strategic Plan Progress Report were reviewed and the list will be updated to reflect progress and completion of goals.
- IX. NEW BUSINESS
  - i. Julie made a motion to accept the quote from CMJ IT Solutions to include the purchase of three wireless access points; a 5-year maintenance support plan for the wireless access points; a monthly lease subscription for a new firewall; and labor to complete the project. Second by Steven. A roll call vote was taken: Steven-yes, Jim-yes, Julie-yes, Jennifer-yes
  - ii. Julie made a motion to accept Board Meeting Ordinance 22-04 as presented. Second by Jennifer. Vote: Yes/4, No/0
  - iii. Julie made a motion to accept Holiday Closure Ordinance Addendum to Ordinance 22-04 as presented. Second by Jennifer. Vote: Yes/4, No/0
  - iv. Jim made a motion that the library remain open for its normal hours during the state holiday for Election Day on November 8, 2022. Second by Steven. 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. Steven shared highlights from attending the Trustee Training led by our attorney, Phil Lenzini, on September 22, 2022 in Creston.
- XIV. CLOSED SESSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 8:39 pm.

**Next Meeting: November 21, 2022**