

Genoa Public Library District

Board of Trustee Meeting Minutes

November 18, 2024

- I. CALL TO ORDER – Meeting was called to order at 7:28 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Jennifer Lechelt, and Donna Bradshaw. Trustees absent: Mary Keys. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda as presented. Second by Donna. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the regular board meeting minutes from October 21, 2024. Second by Jennifer. Vote: Yes/4, No/0.
- VI. CORRESPONDENCE
 - i. Library Director Jen Barton shared the notice of property assessment for the 232 building. Our assessment increased 2.4% over the previous year.
- VII. TREASURER’S REPORT – Steven moved that we place \$33,228.36 on the record for audit for the month of October. Second by Donna. A roll call vote was taken: Steven-yes, Donna-yes, Jennifer-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.
- IX. NEW BUSINESS
 - i. Library Director Jen Barton is working with Safe Passage to schedule a staff training session to complete the annual sexual harassment training required in Illinois. The library will need to be closed for two hours for staff to attend. The date and time of the training will be chosen with ample time to notify patrons of the closure.
- 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
 - i. Library Director Jen Barton discussed the desire to move our opening hours from 10:00 am to 9:00 am for Mondays through Thursdays to better serve our early morning patrons. The Board has asked that this topic be on the December meeting agenda.
- XIII. ADDITIONAL DISCUSSION
 - i. The Board reviewed chapters 5-9 of Serving Our Public 4.0: Standards for Illinois Public Libraries as part of our Per Capita grant application for 2025.
- XIV. CLOSED SESSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 8:01 pm.

Next Meeting: December 16, 2024