

**Genoa Public Library**  
Board of Trustee Meeting Minutes  
October 16, 2023

- I. CALL TO ORDER – Meeting was called to order at 7:00 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Donna Bradshaw, Jennifer Lechelt, and Mary Keys. 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 – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from September 18, 2023. Second by Donna. Vote: Yes/5, No/0
- VI. CORRESPONDENCE –
- VII. TREASURER’S REPORT – Steven moved that we place \$28,459.25 on the record for audit for the month of September. Second by Jennifer. A roll call vote was taken: Steven-yes, Donna-yes, Jennifer-yes, Mary-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 provided an update on the plans for Mark Pahnke’s 50<sup>th</sup> anniversary recognition at our November 20, 2023 regular Board meeting. Mary made a motion to gift Mark a check to total \$500.00 after taxes and a custom jacket in recognition of his milestone anniversary. Second by Donna. A roll call vote was taken: Steven-yes, Donna-yes, Jennifer-yes, Mary-yes, Jim-yes
- IX. NEW BUSINESS
  - i. Library Director Jen Barton provided the latest information on the Paid Leave for All Workers Act that goes into effect on January 1, 2024. This new law requires employers to provide all staff with up to 40 hours of paid leave in a 12-month period. A draft policy will be presented at the November meeting.
- 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 – None
- XIV. CLOSED SESSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 7:55 pm.

**Next Meeting: November 20, 2023**