

## October 10, 2023 Shelby Community Library Board Meeting Minutes

**Meeting Called to Order** by Mary Gillespie at 10:00 a.m.

**Nebraska Open Meeting Act** was posted at assembly.

**Publication of Meeting** was given in advance thereof by posting the required notice in three designated areas.

**Roll call (excused/unexcused):** Present: Mary Gillespie, Janice Braasch, John Rasmussen, Myrla Grossnicklaus, Mary Ann Carter, Laura Alt and Brenda Alt.

**Also Present:**

**Approval of the Agenda:** Motion by John and seconded by Mary Gillespie to accept the agenda with the addition to Discussion regarding, past due books and fines, chair purchase and door remote. Mary Gillespie, Janice Braasch, John Rasmussen, Myrla Grossnicklaus and Mary Ann Carter, all yea. Motion carried.

**Recognition of Visitors:**

**Reports:**

**Friends:** NA

**Budget:** NA

**Library Advisory:** NA

**Consent Agenda:**

Motion by Janice and seconded by May Ann. to approve Consent Agenda. Mary Gillespie, Janice Braasch, John Rasmussen, Myrla Grossnicklaus and Mary Ann Carter, all yea. Motion carried.

**Approve Absence(s):** NA

**Minutes:** September, 2023

**Claims:** September, 2023

**Treasurer's Report:** September, 2023

**Director's Report:** September, 2023

**Action Items:**

**Policy Addition/Changes:** N/A

**No action items to vote on.**

**Discussion Items:**

**Grants for 2024** – It was agreed to pursue intern grant.

**Other Discussion** – A patron has books out and accumulating fines, and what action will be taken; discussion to approach Foundation to request money to cover shortfall of money for new library chairs; discussion of new remote that was installed on secure library door.

**Adjournment:** Motion to adjourn the meeting by Myrla and seconded by John at 10:58 a.m. Mary Gillespie, Janice Braasch, John Rasmussen, Myrla Grossnicklaus and Mary Ann Carter, yea. Motion carried. Next meeting is Tuesday, November 14 2023 at 10:00 a.m.

**Submitted by:** Janice Braasch, Secretary

## November 14, 2023 Shelby Community Library Board Meeting Minutes

**Meeting Called to Order** by Mary Gillespie at 10:01 a.m.

**Nebraska Open Meeting Act** was posted at assembly.

**Publication of Meeting** was given in advance thereof by posting the required notice in three designated areas.

**Roll call (excused/unexcused):** Present: Mary Gillespie, Janice Braasch, Myrla Grossnicklaus, Mary Ann Carter, Laura Alt and Brenda Alt.

**Also Present:**

**Approval of the Agenda:** Motion by Myrla and seconded by Mary Ann to accept the agenda with the addition of an executive session. Mary Gillespie, Janice Braasch, Myrla Grossnicklaus and Mary Ann Carter, all yea.. Motion carried.

**Recognition of Visitors:**

**Reports:**

**Friends:** NA

**Budget:** NA

**Library Advisory:** NA

**Consent Agenda:**

Motion by Mary Ann and seconded by Myrla. to approve Consent Agenda. Mary Gillespie, Janice Braasch, Myrla Grossnicklaus and Mary Ann Carter, all yea. Motion carried.

**Approve Absence(s):** John Rasmussen unexcused absence.

**Minutes:**, October, 2023

**Claims:** October, 2023

**Treasurer's Report:** October, 2023

**Director's Report:** October, 2023

**Action Items:**

**Policy Addition/Changes:** N/A

**No action items to vote on.**

**Discussion Items:**

**Sanata Claus** – is scheduled to visit the library on Dec. 5 from 5:30 to 7:30 p.m.

**Executive Session** – Motion made by Mary Ann and seconded by Myrla to enter executive session at 10:38 regarding personnel issue. Mary Gillespie, Janice Braasch, Myrla Grossnicklaus and Mary Ann Carter, all yea. Motion carried.

**Executive Session** – Motion made by Myrla and seconded by Mary Ann to return to regular meeting at 10:52. Mary Gillespie, Janice Braasch, Myrla Grossnicklaus and Mary Ann Carter, all yea. Motion carried..

**Adjournment:** Motion to adjourn the meeting by Janice and seconded by Mary at 10:53 a.m. . Mary Gillespie, Janice Braasch, , Myrla Grossnicklaus and Mary Ann Carter, yea. Motion carried. Next meeting is Tuesday, December 12, 2023 at 10:00 a.m.

**Submitted by:** Janice Braasch, Secretary

## December 14, 2023 Shelby Community Library Board Meeting Minutes

**Meeting Called to Order** by Mary Gillespie at 10:04 a.m.

**Nebraska Open Meeting Act** was posted at assembly.

**Publication of Meeting** was given in advance thereof by posting the required notice in three designated areas.

**Roll call (excused/unexcused):** Present: Mary Gillespie, Janice Braasch, Myrla Grossnicklaus, and Laura Alt.

**Also Present:**

**Approval of the Agenda:** Motion by Mary and seconded by Myrla to accept the agenda with the addition of an addition to discussion items. Mary Gillespie, Janice Braasch, Myrla Grossnicklaus and all yea. Motion carried.

**Recognition of Visitors:**

**Reports:**

**Friends:** NA

**Budget:** NA

**Library Advisory:** NA

**Consent Agenda:**

Motion by Janice and seconded by Myrla to approve Consent Agenda. Mary Gillespie, Janice Braasch, Myrla Grossnicklaus all yea. Motion carried.

**Approve Absence(s):** John Rasmussen unexcused absence. Mary Ann Carter unexcused.

**Minutes:** November, 2023

**Claims:** November, 2023

**Treasurer's Report:** November, 2023

**Director's Report:** November, 2023

**Action Items:**

**Policy Addition/Changes:** N/A

**No action items to vote on.**

**Discussion Items:**

**Work Shop:** Brenda Alt attended the 2024 Summer Reading workshop in Lincoln.

**Polk County Library Association:** meeting to be held in Shelby in February.

**Trustees:** Terms of two trustees will be expiring this summer, discussion covered possible candidates to replace them.

**Executive Session – NA**

**Adjournment:** Motion to adjourn the meeting by Mary and seconded by Myrla at 10:34 a.m. . Mary Gillespie, Janice Braasch, , Myrla Grossnicklaus yea. Motion carried. Next meeting is Tuesday, January 9 at 10:00 a.m.

**Submitted by:** Janice Braasch, Secretary

## January 9, 2024 Shelby Community Library Board Meeting Minutes

**Meeting called to Order** by Mary Gillespie at 1:04 p.m.

**Nebraska Open Meeting Act** was posted at assembly

**Publication of Meeting** was given in advanced thereof by posting the required notice in three designated areas.

**Roll call (excused/unexcused):** Present Mary Gillespie, Mary Ann Carter, John Rasmussen, Myrla Grossnicklaus, and Laura Alt. Janice Braasch came at 1:05 p.m.

**Also Present:** Brenda Alt

**Approval of the Agenda:** Motion by Myrla and seconded by Janice to accept the agenda. Mary Gillespie, Mary Ann Carter, John Rasmussen and all yea. Motion carried.

**Recognition of Visitors:** Brenda Alt

**Reports:**

**Friends:** NA

**Budget:** The committee has to show approval of the salaries for the Librarian and Assistant Librarian in Minutes.

**Library Advisory:** NA

### **Consent Agenda:**

Motion by Mary and seconded by Mary Ann to approve Consent Agenda.

Myrla Grossnicklaus, and Janice Braasch. Motion carried

**Approve Absence(s):** All present John Rasmussen left at 1:28 p.m.

**Minutes:** December, 2023

**Claims:** December, 2023

**Treasurer's Report:** December, 2023

**Director's Report:** December, 2023

### **Action Items:**

**Policy Addition/Changes:** NA

No Action items to vote on.

### **Discussion Items:**

Two new trustees will be needed.

NE Public Library Statistical Report due February 16

Polk County Library Association meeting in Shelby in February.

Foundation Tax letter will be sent out the end of January.

Technology Policy will be updated in February.

**Executive Session:** NA

**Adjournment:** Motion to adjourn the meeting by Myrla and seconded by Mary at 2:30 p.m. Mary Ann Carter, and Janice Braasch. Yea. Motion carried. Next meeting is February 13, 2024 at 10:00 a.m.

**Submitted by:** Mary Ann Carter, Member

## February 13, 2024 Shelby Community Library Board Meeting Minutes

**Meeting Called to Order** by Mary Gillespie at 1:34 p.m.

**Nebraska Open Meeting Act** was posted at assembly.

**Publication of Meeting** was given in advance thereof by posting the required notice in three designated areas.

**Roll call (excused/unexcused):** Present: Mary Gillespie, Janice Braasch, Mary Ann Carter, Myrla Grossnicklaus, and Laura Alt.

**Also Present:**

**Approval of the Agenda:** Motion by Mary Ann and seconded by Myrla to accept the agenda with the addition of an addition to discussion items. Mary Gillespie, Janice Braasch, Mary Ann Carter, and Myrla Grossnicklaus all yea.. Motion carried.

**Recognition of Visitors:**

**Reports:**

**Friends:** NA

**Budget:** NA

**Library Advisory:** NA

**Consent Agenda:**

Motion by Janice and seconded by Mary. to approve Consent Agenda. Mary Gillespie, Mary Ann Carter, Janice Braasch, Myrla Grossnicklaus all yea. Motion carried.

**Approve Absence(s):** John Rasmussen unexcused absence.

**Minutes:** January, 2024

**Claims:** January, 2024

**Treasurer's Report:** January, 2024

**Director's Report:** January, 2024

**Action Items:**

**Policy Addition/Changes:** N/A

**Technology Plan:** Technology plan reviewed and corrections forthcoming.

**Two New Trustees:** Motion by Mary Ann and Mary to present two names to replace trustees whose terms expire this year. Names will be presented to the Village of Shelby for approval. Mary Gillespie, Janice Braasch, Mary Ann Carter, and Myrla Grossnicklaus all yea. Motion carried.

**Discussion Items:**

**Nebraska Public Library Statistical Report:** Due

**Polk County Library Association:** meeting to be held in Shelby in March

**New Book Club:** starting March 1.

**Performance Review:** for librarian in future.

**Executive Session – NA**

**Adjournment:** Motion to adjourn the meeting by Myrla and seconded by Mary Ann at 2:10 p.m. Mary Gillespie, Janice Braasch, Mary Ann Carter and Myrla Grossnicklaus yea. Motion carried. Next meeting is March 14 at 5:15 p.m.

**Submitted by:** Janice Braasch, Secretary

## March 19, 2024 Shelby Community Library Board Meeting Minutes

**Meeting called to Order** by Mary Gillespie at 10:02p.m.

**Nebraska Open Meeting Act** was posted at assembly

**Publication of Meeting** was given in advanced thereof by posting the required notice in three designated areas.

**Roll call (excused/unexcused):** Present Mary Gillespie, Mary Ann Carter, John Rasmussen, Myrla Grossnicklaus, and Laura Alt. Janice Braasch Absent

**Also Present:**

**Approval of the Agenda:** Motion by Myrla and seconded by John to accept the agenda. Mary Gillespie, Mary Ann Carter, John Rasmussen and all yea. Motion carried.

**Recognition of Visitors:** None

**Reports:**

**Friends:** NA

**Budget:** Mary Gillespie and Mary Ann Carter will work on the budget in April with the help of Laura Alt.

**Library Advisory:** NA

### **Consent Agenda:**

Motion by John Rasmussen and seconded by Mary Ann Carter to approve Consent Agenda. Mary Gillespie and Myrla Grossnicklaus all yea. Motion carried.

**Approve Absence(s):** Janice Braasch absent

**Minutes:** February, 2024

**Claims:** February, 2024

**Treasurer's Report:** February, 2024

**Director's Report:** February, 2024

### **Action Items:**

**Policy Addition/Changes:** NA

**Technology Police:** Updated

No Action items to vote on.

### **Discussion Items:**

**New Trustees:** Two new trustees have been approved by the town board. They are Jacki Reba Leah Wagner.

**Polk County Library Association meeting in Shelby:** Will be held in the fall.

**Nebraska Public Library Report (report):** Done and sent in.

**Scholarship:** Due on April 1, 2024

**Trustee not returning:** Janice Braasch will not be returning. The discussion to ask one of the two new trustee to step in the finish her term. Mary Ann Carter will be taking over her duty as Secretary for the remainder of her term.

**Executive Session:** Motion by John Rasmussen and seconded by Mary Gillespie to enter into executive session at 10:43. Mary Ann Carter and Myrla Grossnicklaus all yea. Motion carried

Motion by Myrla Grossnicklaus and seconded by Mary Gillespie to go out of executive session at 11:00. Mary Ann Carter and John Rasmussen all yea. Motion carried

John left at 11:07.

**Adjournment:** Motion to adjourn the meeting by Myrla Grossnicklaus and seconded by Mary Gillespie at 11:21. Mary Ann Carter yea. Motion carried. Next meeting is April 9, 2024 at 10:00 a.m.

**Submitted by:** Mary Ann Carter, Secretary

## April 9, 2024 Shelby Community Library Board Meeting Minutes

**Meeting called to Order** by Mary Gillespie at 10:00 p.m.

**Nebraska Open Meeting Act** was posted at assembly

**Publication of Meeting** was given in advanced thereof by posting the required notice in three designated areas.

**Roll call (excused/unexcused):** Present Mary Gillespie, Mary Ann Carter, John Rasmussen, Myrla Grossnicklaus, Leah Wagner and Laura Alt

**Also Present:**

**Approval of the Agenda:** Motion by John Rasmussen and seconded by Mary Ann Carter to accept the agenda. Mary Gillespie, Myrla Grossnicklaus, and Leah Wagner yea. Motion carried.

**Recognition of Visitors:** None

**Reports:**

**Friends:** NA

**Budget:** Mary Gillespie and Mary Ann Carter will work on the budget in April with the help of Laura Alt.

**Library Advisory:** NA

**Consent Agenda:**

Motion by Mary Gillespie and seconded by John Rasmussen to approve Consent Agenda. Mary Ann Carter, Leah Wagner and Myrla Grossnicklaus all yea. Motion carried.

**Approve Absence(s):** Janice Braasch absent

**Minutes:** March, 2024

**Claims:** March, 2024

**Treasurer's Report:** March, 2024 Need to know how much donations there has been.

**Director's Report:** March, 2024

**Action Items:**

**Policy Addition/Changes:** NA

**Technology Police:** Updated

**New Trustees:** Motion by Mary Gillespie and seconded by John Rasmussen to accept Janice Braasch's leave of duties and accept Leah Wagner to finish her term. Myrla Grossnicklaus, Mary Ann Carter and Leah Wagner all yea.

**Cornhusker State Industries:** The bid for 2 new bookcases was given to the board. This bid will be given to the Library Foundation Board.

**Discussion Items:**

**National Library week is April 8-13**

**Mailing out Book Sponsor Application:** Mail to patrons that come into the Library

**Planning Summer Events:** Will start in July

**Sending out donation letter for Summer Reading Contest Prizes**

**Library Inventory:** Will start next week

**Stromsburg is looking for a new Librarian**

**Executive Session:** Motion by Mary Gillespie and seconded by John Rasmussen to enter into executive session at 10:52. Mary Ann Carter, Myrla Grossnicklaus and Leah Wagner all yea. Motion carried. Motion by John Rasmussen and seconded by Mary Gillespie to go out of executive session at 11:14. Mary Ann Carter, Myrla Grossnicklaus and Leah Wagner all yea. Motion carried

**Adjournment:** Motion to adjourn the meeting by John Rasmussen and seconded by Mary Gillespie at 11:15. Mary Ann Carter, Myrla Grossnicklaus, and Leah all yea. Motion carried. Next meeting is April 9, 2024 at 10:00 a.m.

**Submitted by:** Mary Ann Carter, Secretary

## May 13, 2024 Shelby Community Library Board Meeting Minutes

**Meeting called to Order** by Mary Gillespie at 10:00 p.m.

**Nebraska Open Meeting Act** was posted at assembly

**Publication of Meeting** was given in advanced thereof by posting the required notice in three designated areas.

**Roll call (excused/unexcused):** Present Mary Gillespie, Mary Ann Carter, John Rasmussen, Myrla Grossnicklaus, Leah Wagner and Laura Alt

**Also Present:**

**Approval of the Agenda:** Motion by John Rasmussen and seconded by Myrla Grossnicklaus to accept the agenda with added items.. Mary Gillespie, Mary Ann Carter, and Leah Morgan yea. Motion carried.

**Recognition of Visitors:** None

**Reports:**

**Friends:** NA

**Budget:** Not approved until the wages are set.

**Library Advisory:** NA

**Consent Agenda:**

Motion by Mary Gillespie and seconded by John Rasmussen to approve Consent Agenda. Mary Ann Carter, Leah Wagner and Myrla Grossnicklaus all yea. Motion carried.

**Approve Absence(s):** None

**Minutes:** April, 2024

**Claims:** April, 2024

**Treasurer's Report:** April, 2024

**Director's Report:** April, 2024

**Action Items:**

**Policy Addition/Changes:** NA

**New Trustees:** Motion by Mary Gillespie and seconded by John Rasmussen to approve Kathy Hopwood to replace Myrla Grossnicklaus. Mary Ann Carter. Myrla Grossnicklaus and Leah Wagner all yea. Motion carried

**Discussion Items:**

**Summer Events:** Plans are being finalized.

**Bike Rack:** One will be moved closer to the Library entrance.

**Magnet Sign:** No action will be taken.

**Cornhusker State Industries:** Hasn't been approved by the Foundation Committee but will be as soon as they meet.

**New Scholarship Form:** Each of the committee members were given a copy of the new form.

**Executive Session:** Motion by Mary Gillespie and second by Mary Ann Carter to enter into executive session at 10:27. John Rasmussen, Myrla Grossnicklaus and Leah Wagner all yea. Motion carried. Motion by Mary Gillespie and seconded by Myrla Grossnicklaus to go out of executive session at 10:47. Mary Ann Carter, John Rasmussen and Leah Wagner all yea. Motion carried

**Adjournment:** Motion to adjourn the meeting by Leah Wagner and seconded by Myrla Grossnicklaus at 10:47. Mary Ann Carter, Mary Gillespie, and John Rasmussen all yea. Motion carried.

**Next meeting is June 11, 2024 at 10:00 a.m.**

**Submitted by:** Mary Ann Carter, Secretary