

City of Ravenna, Ne
~ Ravenna Library Board ~
Ravenna Public Library Board Meeting
June 5, 2022

The meeting was called to order at 6:37 pm by President, Justin Lammers. The open meeting act was read. Roll call was conducted with, Justin Lammers, Cassandra Duncan, Crystal Eucker and Sean Payne in attendance. Debbie Young was excused. **(CD/JL) AMPVF**. Also present was Library director Joy Kyhn.

Discussion and Action on Approval of Minutes from the May 10, 2022 meeting: The meeting minutes from May were read. Minutes stand as approved **(CD/SP) AMPVF**

Discussion and Action on Community Needs Response Plan and Library Accreditation:

Director Kyhn reminded the board that the Library Accreditation will be due this fall. Kyhn will be attending a training in the next 2 weeks on the process of renewal which includes the Community Needs Response Plan. Board Members Cassandra Duncan and Debbie Young will represent the board committee along with Kellie Crowell (City Clerk) and Zack West (Economic Development). More information will be available at the next meeting after the training. **TABLED.**

Discussion and Action on Summer Reading Program: Plans and lesson plans are being made by Director Kyhn. Prizes and supplies are being purchased. So far there are about 40 participants pre-registered. **NO ACTION**

Discussion and Action on Annevar Hours: Kyhn requested the library to be closed on Annevar Saturday. There are plans to have a float in the parade to advertise the start of the Summer Reading Program. **(CD/CE) AMPVF**

Discussion and Action on Grants: Director Kyhn stated that the final grant reports are due on June 30th for the Youth Grant of Excellence, the ARPA formula grant, and the Library Improvement grant. Director Kyhn is working on the Arthur Klinkacek grant for the Music Garden. She will be requesting \$6000 for the project. \$2000 has already been donated by private donors, \$2000 pledged by the Friends of the Library. Additional funding will come from the Reinertson memorial donation. The total needed for the project is \$12,000. **NO ACTION**

Discussion and Action on Upcoming Library Programming: Director Kyhn shared the June – August newsletter with all summer activities. **NO ACTION**

Discussion and Action on Staff Evaluations: Library President Justin Lammers stated “at this time, I would make a recommendation to go into closed session to discuss confidential information regarding staff evaluations and setting of library staff wages with the Library Board and Library Director be present.” Board member Duncan made the motion to go into closed session to discuss confidential information regarding staff evaluations and setting of library staff wages. Board member Lammers seconded the motion. **AMPVF**

Library Board President stated: the subject matter of the closed sessions is to discuss confidential information regarding staff evaluations and setting of staff wages. The Library Board entered closed session at 7:03pm.

Board Member Justin Lammers made a motion to come out of closed session. Board member Cassandra Duncan seconded the motion. **(JL/CD) AMPVF**

Library board reconvened in open session at 7:32pm

The Library Board recommends setting the wages of staff on October 1, 2022 at: Library director Kyhn \$22.00/hr. Assistant Library Director Brenda Spaulding \$15.00/hr. Library Aide \$9.50/hr. **(JL/CD) AMPVF**

Discussion and Action on 2022 – 2023 Library Budget: TABLED

Other: NONE

Consent Agenda: Claims, Time Sheets, Patron Usage were Moved and Approved. **(SP/CD) AMPVF**

Meeting adjourned at 8:05 pm (SP/CD) AMPVF

Submitted,

Joy Kyhn, Recording Secretary

A handwritten signature in cursive script, appearing to read "Joy Kyhn".