

**LIBRARY BOARD MEETING MINUTES  
TUESDAY, JANUARY 16, 2018; 8:00 AM  
BENNETT MARTIN PUBLIC LIBRARY  
LINCOLN, NEBRASKA**

**LIBRARY BOARD MEMBERS PRESENT:** Lowell Berg, Herb Friedman, Lisa Hale, Donna Marvin, Rhonda Seacrest, Carol Speicher. Absent: Martha Florence. A quorum was present.

**OTHERS PRESENT:** Pat Leach, Library Director; Julee Hammer, Assistant Library Director; Paul Jones, Accountant; Barbara Hansen, Administrative Aide; Julie Beno, Bennett Martin Library Public Services Coordinator; Peter Jorgensen, Virtual Services Manager; Brenda Ealey, Gere Branch Manager; Gail McNair, Foundation for Lincoln City Libraries; Jeff Kirkpatrick, City Attorney; Denise Pearce, Mayor's Office.

**CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS LAW:** President Friedman called the meeting to order at 8 a.m. announcing that the Open Meetings Law of the State of Nebraska is posted and available for inspection.

**APPROVAL OF AGENDA:** Speicher moved to approve the agenda as posted. Second by Hale. Roll Call Vote: Berg, Friedman, Hale, Seacrest, Speicher - aye; Florence, Marvin - absent. Motion carried 5-0.

**PUBLIC COMMENT ON AGENDA ITEMS:** None

**APPROVAL OF DECEMBER 19, 2017, MEETING MINUTES:** Seacrest moved to approve the minutes of the December 19, 2017, Library Board meeting as distributed. Second by Speicher. Roll Call Vote: Friedman, Hale, Seacrest, Speicher, Berg - aye; Florence, Marvin - absent. Motion carried 5-0.

(Marvin arrived at this time.)

**STANDING COMMITTEE REPORTS:**

**Committee on Administration** - It was reported that the committee met recently to review proposed policy revisions and applications for county liaison.

*Approval of Revised Library Rules* - Library Director Pat Leach reviewed proposed changes as outlined in her Memo to the Library Board. Friedman moved to approve the revised Library Rules as requested. Second by Berg. Roll Call Vote: Friedman, Hale, Marvin, Seacrest, Speicher, Berg - aye; Florence - absent. Motion carried 6-0.

*Approval of Revised Behavior Policy* - Leach reviewed proposed changes as outlined in her Memo to the Library Board. Marvin Moved to approve the revised Behavior Policy as requested. Second by Friedman. Roll Call Vote: Hale, Marvin, Seacrest, Speicher, Berg, Friedman - aye. Florence - absent. Motion carried 6-0.

*Approval of Revised Fee Schedule* - Leach reviewed the proposed change noting that we are adding a fee for 3D printing. Friedman moved to approve the revised Fees Policy as requested. Second by Marvin. Roll Call Vote: Marvin, Seacrest, Speicher, Berg, Friedman, Hale -aye; Florence - absent. Motion carried 6-0.

*Affirmation of Closing Policy* - Leach reported there are no changes recommended to the Closing Policy. Library policies are reviewed every three to four years as a matter of business. Mr. Friedman moved to affirm the Closing Policy as currently approved. Second by Hale. Roll Call Vote: Seacrest, Speicher, Berg, Friedman, Marvin, Hale - aye; Florence - absent. Motion carried 6-0.

*Approval of Recommendation for County Liaison to Library Board* - Friedman reported that of the four individuals expressing interest in the appointment, the committee recommends that Walt Broer be recommended to the County Commissioners for appointment to the Library Board as the non-voting County Liaison. Broer has been a community member of the Central Library Committee and has been very faithful in his attendance at committee meetings. He has been a contractor for more than 50 years, and will bring insight and experience to several library projects. Seacrest moved Walt Broer be recommended for appointment as the County Liaison to the Library Board. Second by Marvin. Roll Call Vote: Berg, Friedman, Hale, Marvin, Seacrest, Speicher - aye. Florence - absent. Motion carried 6-0. Leach noted that the recommendation would be forwarded to the County Commissioners after the meeting and she and Friedman would be attending the commissioners' work session on Thursday, January 18<sup>th</sup>.

**Committee on Buildings & Grounds** - No report by committee. Leach did not that staff is working with the Mayor's Office and Planning Department regarding the timing of the library's Capital Improvements Program.

**Finance Committee** - Speicher reported on the recap of expenditures for December 2017 reporting claims in the amount of \$781,066.08 from all funds. Speicher moved to approve the report and payment of all claims. Second by Marvin. Roll Call Vote: Friedman, Hale, Marvin, Seacrest, Speicher, Berg - aye; Florence - absent. Motion carried 6-0.

**SPECIAL COMMITTEE REPORTS:**

**Central Library** - No report.

**Foundation Board Executive Director** - McNair reported that the Book Nooks continue to be profitable, breaking a record in December due to holiday shopping. Memberships to the Friends group continue to come in, and work continues on the upcoming Wine and E soliciting sponsors and auction items.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PRESIDENT'S REPORT:** None

**LIBRARY DIRECTOR'S REPORT:** Leach reported we are entering budget season. At various times we have spoken about outcome based budgeting, which shows the work that we do. LNK Stat uses this information to guide budget preparation. This is being expanded this year to include the City Council in order to provide added information and to bring council members into the process earlier. During this budget cycle, Leach will be presenting justification for adding evening hours to the schedule for Bennett

Martin Public Library, adding a facilities maintenance position, and adding funding to the media line item to accommodate the increased need for electronic materials.

Leach continues to work with City Purchasing Department to explore the process to hire a design firm for the Central Library and the development of a RFP.

Regarding promotions, the Pete the Cat visits to all library branches did remarkably well in bringing people into the library. The Winter Reading Challenge has been extremely successful. We began the month with a goal to read 100,000 minutes by January 31<sup>st</sup>. We reached that goal by January 4 and raised the goal to 500,000 minutes. That goal has also been met. An online poll is asking for public input on what our next goal should be. Billionaire and philanthropist Mark Cuban has challenged cities to read and will donate \$35,000 to literacy related organizations and top libraries.

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:** None

**CLOSED SESSION:** Marvin moved the Board go into closed session at 8:30 a.m. for the purpose of discussing real estate negotiations. Second by Seacrest. Roll Call Vote: Freidman, Hale, Marvin, Seacrest, Speicher, Berg - aye; Florence - absent. Motion carried 6-0.

Friedman announced the meeting was now in closed session to discuss Central Library real estate negotiations.

**OPEN SESSION:** Marvin moved to return to open session at 8:50 a.m. Second by Hale. Roll Call Vote: Hale, Marvin, Seacrest, Speicher, Berg, Friedman - aye; Florence - absent. Motion carried 6-0.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 8:52 a.m.