

**LIBRARY BOARD MEETING
TUESDAY, MARCH 15, 2016; 8:00 AM
BENNETT MARTIN PUBLIC LIBRARY
136 S. 14TH STREET
LINCOLN, NEBRASKA**

BOARD MEMBERS PRESENT: Kathy McKillip, Herb Schimek, Carol Speicher, Martha Florence, Lowell Berg, Donna Marvin, Herb Friedman. Absent: None

OTHERS PRESENT: Pat Leach, Library Director; Julee Hector, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Jodene Glaesemann, Walt Branch Manager; Tammy Teasley, Support Services Coordinator; Peter Jorgensen, Virtual Services Manager; Gail McNair and Michelle Farley, Foundation for Lincoln City Libraries; Brenda Ealey, Gere Branch Manager; Denise, Pearce, Mayor's Office; Jeff Kirkpatrick, City Attorney.

CALL TO ORDER: The meeting was called to order at 8 a.m. It was announced that the Open Meetings Law of the State of Nebraska was posted and available for inspection.

APPROVAL OF AGENDA: The agenda was posted according to the Open Meetings Law of the State of Nebraska. Marvin moved to approve the agenda as posted. Second by Florence. Roll Call Vote: Berg, Florence, Friedman, Marvin, McKillip, Schimek, Speicher - aye. Motion carried 7-0.

PUBLIC COMMENT ON AGENDA ITEMS: None.

APPROVAL OF MINUTES: Berg moved to approve of the minutes of the February 16, 2016, meeting as mailed. Second by Speicher. Roll Call Vote: Florence, Friedman, Marvin, McKillip, Schimek, Speicher, Berg - aye. Motion carried 7-0.

STANDING COMMITTEE REPORTS:

Committee on Administration:

Approval of Revised Meeting Room Policy - Leach requested that the meeting room policy be revised to allow meeting rooms to be used, when vacant, as study rooms for individuals or small groups, at the discretion of the Branch Manager. This would allow locations additional options for providing quiet study space for patrons. Leach also requested that fundraising events for City of Lincoln and Lancaster County agencies be added to approved activities for meeting room use. Currently only library related fundraising is allowed. Schimek moved approval of the revised meeting room policy. Second by Berg. Roll Call Vote: Marvin, McKillip, Schimek, Speicher, Berg, Florence, Friedman - aye. Motion carried 7-0.

County Liaison - It was reported that two applications were received for the County Liaison position to the Library Board. One applicant lives within the city limits and is not eligible for the position. The qualified applicant, Marcy Baker, is from Waverly. Leach spoke with Ms. Baker and she continues to be interested in the appointment. Schimek moved to forward the application of Marcy Baker to the County Board and to recommend her appointment to a seven year term as the County Liaison to the Library Board. Second by Berg. Roll Call Vote: McKillip, Schimek, Speicher, Berg, Florence, Friedman, Marvin - aye. Motion carried 7-0.

Buildings and Grounds Committee:

Approval of Amendment to HVAC On-Call Service and Maintenance Services Contract - Leach requested that an addendum to the current contract with MC Larkins Heating/Air Conditioning be approved in an amount not to exceed \$40,000. The addendum is needed due to the cost of

the replacement of several heat pumps. The revised contract total, including the addendum, is estimated to be \$95,000. This contract is for ongoing on-call and maintenance. Berg moved approval of the addendum to the contract. Second by Schimek. Roll Call Vote: Schimek, Speicher, Berg, Florence, Friedman, Marvin, McKillip. Motion carried 7-0.

Finance Committee:

Florence reported on the Recap of Expenditures for February 2016 in the amount of \$723,420.55. Florence moved approval of the report and payment of all claims. Second by Marvin. Roll Call Vote: Friedman, Marvin, McKillip, Schimek, Speicher, Berg, Florence - aye. Motion carried 7-0.

SPECIAL COMMITTEE REPORTS:

Central Library: Friedman reported on the meeting in Kansas City with City staff and GSA. In order for a developer to take over the federal parking garage they have to replace the parking at an estimated cost of \$10,000,000. The Mayor is still interested and hasn't given up on a joint project. We should have more information in a month or so. Leach reported that she has been working with Lowell Berg on proceeding with the process to develop a program document for the project.

Central Library Marketing: Leach reported the committee reviewed the presentation used as part of her presentation to community groups. The handout will be updated as well as a few slides in the presentation.

Foundation for Lincoln City Libraries: McNair introduced Michelle Farley, the new assistant for the Foundation. Upcoming events include the spelling bee on Tuesday, March 29th; Wine and E on Thursday, April 21st, and Coffee on the Dock at the Mill on Monday, May 30th.

Lincoln Cares: No report.

One Book - One Lincoln: - Marvin reported that the Selection Committee continues to meet and has narrowed down the list of titles to ten. The selected title will be announced on May 30th at the Mill event.

Technology - No report. Pat mentioned that if all goes well we will have the new broadband infrastructure in place in a few days.

NEW BUSINESS:

Annual Volunteer Report: Jodene Glaesemann, Walt Branch Manager, reported 884 volunteers contributed 19,483 hours to Lincoln City Libraries last year. Fewer volunteers worked with the library last year than the previous year but the volunteer experience was more in depth. We were able to give volunteers a better experience by getting them involved with Boo at the Zoo, Suessabration, and other events, not just shelving books and watering plants. Teen volunteers help select materials for teen reading during the summer. Volunteers also go to the Lincoln/Lancaster County Health Department to read to children while families are there. The experience is much broader and we are seeing fewer turnovers,

The annual volunteer recognition will be held Sunday, April 17, 2 p.m. at Auld Recreation Center.

Adoption of Volunteer Proclamation and Resolutions: As part of Lincoln City Libraries Volunteer Appreciation Week, Leach requested the following proclamation be adopted:

In recognition of the volunteers who have contributed to the programs and services offered by the libraries to the community, the Board of Trustees of Lincoln City Libraries hereby proclaims April 10-16, 2016, Volunteer Appreciation Week at Lincoln City Libraries, Lincoln, Nebraska.

Leach also requested adoption of two resolutions honoring volunteers who have reached milestones.

Jane Neal has served as a volunteer with Lincoln City Libraries for ten years providing dedicated service at Anderson Branch Library.

JoAnn Thomas has served as a volunteer with Lincoln City Libraries for fifteen years providing dedicated service at Gere Branch Library contributing a total of 8,873 hours.

Marvin moved adoption of the proclamation and resolutions. Second by Schimek. Roll Call Vote: Speicher, Berg, Florence, Friedman, Marvin, McKillip, Schimek.

Approval of Rivistas Periodical Contract: Leach requested approval to renew the contract with Rivistas for the purchase of magazines at an amount not to exceed \$35,500.00. This is a decrease from the last contract due to the fact that several magazines have ceased publication.

Berg moved to renew the Rivistas contract. Second by McKillip. Roll Call Vote: Berg, Florence, Friedman, Marvin, McKillip, Schimek, Speicher.

PRESIDENT'S REPORT: None

DIRECTOR'S REPORT: Leach reported on community campaigns the library has initiated. *15 Minutes a Day* was announced at the Prosper Lincoln Summit. This campaign encourages reading to preschoolers 15 minutes each day. *ConnectED* is a national campaign involving public libraries and schools. We are working with Lincoln Public Schools to assure that each student has a library account. We will be promoting using those accounts to access books, electronic resources, broadband, and other services provided by the public library. We will be initiating the program with a few pilot schools this spring.

Leach announced the upcoming retirements of two long term staff members, Evelyn DaLao and Sheila Jacobs.

LB 969 is off the table for this year. We do expect to see this topic during next year's legislative session.

ASSISTANT LIBRARY DIRECTOR'S REPORT: Hector announced that students involved in a UNL architecture class project will be presenting initial information about their central library projects on Monday, March 28. Hector is pulling together a group of staff, along with Berg, to critique their designs mid-semester.

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:38 a.m.