

**LIBRARY BOARD MEETING MINUTES
TUESDAY, MARCH 21, 2017; 6:00 PM
WALT BRANCH LIBRARY
6701 S. 14TH STREET
LINCOLN, NE. 68508**

LIBRARY BOARD MEMBERS PRESENT: Carol Speicher, Herb Schimek, Donna Marvin, Herb Friedman, Lowell Berg, and Marcy Baker, County Liaison. Absent: Martha Florence. One vacancy exists.

OTHERS PRESENT: Pat Leach, Library Director; Julee Hector, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Julie Beno; Public Services Coordinator; Jodene Glaesemann, Walt Branch Manager; Brenda Ealey, Gere Branch Manager; Peter Jorgensen, Virtual Services Manager; Denise Pearce, Mayor's Office; Jeff Kirkpatrick, City Attorney; Gail McNair, Foundation Executive Director;

The meeting was called to order at 6 p.m. by President Friedman. It was announced the Open Meetings Law of the State of Nebraska was posted and available for inspection.

APPROVAL OF AGENDA: The agenda/meeting notice was posted according to the Open Meetings Law of the State of Nebraska. It was moved by Berg, second by Schimek, to approve the agenda as posted. Roll Call Vote: Berg, Friedman, Marvin, Schimek, Speicher - aye; Florence - absent. Motion carried 5-0.

PUBLIC COMMENT ON AGENDA ITEMS: None.

APPROVAL OF MINUTES: Marvin moved, with second by Schimek, to approve the minutes of the January 18, 2017, and February 21, 2017, Library Board meetings. Roll Call Vote: Friedman, Marvin, Schimek, Speicher, Berg - aye; Florence - absent. Motion carried 5-0.

STANDING COMMITTEE REPORTS:

Committee on Administration -

Bylaws Revision - The suggested text was reviewed. It was asked if there are other ways to remove a board member, other than addressing in the bylaws. Jeff Kirkpatrick, City Attorney, stated that there is not as there is nothing in the current bylaws or the city code that addresses the removal of a Library Board member. It was agreed that in Section 2, the second sentence be revised to read "Nonfeasance or ~~malfeasance~~ shall may result in the ~~automatic~~ removal of a Board member from the Board of Trustees by a vote of the Board." This update to the bylaws will be presented for action at the April 18th Library Board meeting.

Committee on Buildings & Grounds -

Approval of Renewal of Contract for HVAC On Call and Maintenance Inspection Services
Berg moved, with second by Marvin, to renew the contract with M.C. Larkins Heating/Air Conditioning in an amount not to exceed \$80,000. This is the third and final allowed renewal of this contract for ongoing on call service and maintenance. Roll Call Vote: Friedman, Marvin, Schimek, Speicher, Berg - aye; Florence - absent. Motion carried 5-0.

Committee on Finance -

Approval of February Recap of Expenditures - Speicher reported on the recap of expenditures for February 2017 reporting claims in the amount of \$790,671.36 from all funds. Speicher

moved approval of the report and payment of all claims. Second by Schimek. Roll Call Vote: Marvin, Schimek, Speicher, Berg, Friedman - aye; Florence - absent. Motion carried 5-0.

SPECIAL COMMITTEE REPORTS:

Central Library Building - No report at this time. Real Estate discussion will be held in closed session at the end of the meeting.

Foundation for Lincoln City Libraries Executive Director - Gail McNair reported on the Friends and NLHA membership drive, noting that receipts are ahead of last year. The six Book Nooks in the libraries continue to bring in a combined \$1,100 dollars a month. Fundraising season is upon us with Wine and E on April 20th, NLHA spelling bee on April 26th, Give to Lincoln Day on May 18th, and Coffee on the Dock at The Mill on May 29th.

One Book - One Lincoln: Marvin reported the selection committee is working to narrow down the nominations and will meet on March 30th to select the top three. The top three titles will be announced at the Foundation's Coffee on the Dock of The Mill event on May 29th. Voting will take place over the summer with the selected title being announced on September 4th.

Technology: Speicher announced that staff is working to update the technology plan. The committee will be providing input and asking questions. Next month there should be a plan ready for presentation to the Board.

NEW BUSINESS:

Extension of Security Guard Contract: Staff requested approval of an extension of the contract with Allied Universal Security Services through April 30, 2017, to allow time to complete the process for hiring a permanent security guard company. The cost would not exceed \$7,000.00. Schimek moved to approve the extension of the security contract. Second by Marvin. Roll Call Vote: Schimek, Speicher, Berg, Friedman, Marvin - aye; Florence - absent. Motion carried 5-0.

Authorization to Apply for NASA @ My Library Grant - The American Library Association is working in conjunction with NASA to sponsor "NASA @ My Library" grants. The library would be responsible for presenting science-focused events for both young people and adults relating to STEM (Science Technology Engineering Math), and a community dialogue session related to STEM. The grant provides for kits and materials created by NASA, training, and some funding for related events. The library's match would not be expected to exceed \$250 over the period of the grant. Marvin moved to authorize applying for the grant. Second by Schimek. Roll Call Vote: Schimek, Speicher, Berg, Friedman, Marvin - aye; Florence - absent. Motion carried 5-0.

Annual Volunteer Report - Jodene Glaesemann, Walt Branch Manager and Volunteer Coordinator, reported that we are seeing a change in the volunteer program noting that there is a decrease in the number of teens and an increase in younger (middle school) youth. Teens do not have time to volunteer beyond perhaps the 20 hour Government and Politics requirement. We have also noticed an increase in groups of young children, Girl Scouts or middle school groups, volunteering at the libraries as a special one-time project.

Volunteer Proclamation - Schimek moved, with second by Berg, 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 proclaims April 23-29, 2017, as Volunteer Appreciation Week at Lincoln City Libraries, and expresses its sincere appreciation

and gratitude to Marcella Shotwell for twenty years of services, Frances Kasl for fifteen years of service, and Marty Ager for ten years of service to Lincoln City Libraries and the community of Lincoln. Roll Call Vote: Schimek, Speicher, Berg, Friedman, Marvin - aye; Florence - absent. Motion carried 5-0.

Renewal of Rivistas Contract - Library Director Pat Leach requested authorization to renew the contract with Rivistas for the purchase of library media in an amount not to exceed \$35,500.00. Purchases done through Revistas are for periodical/magazine subscriptions. This is the third of three allowed renewals for this contract. Berg moved to authorize renewal of the contract. Second by Marvin. Roll Call Vote: Schimek, Speicher, Berg, Friedman, Marvin - aye; Florence - absent. Motion carried 5-0.

PRESIDENT'S REPORT: Friedman announced that Kathy McKillip has resigned from the Board. Her letter of resignation is appended to the minutes.

Friedman announced that he is appointing Speicher to serve as liaison to the Foundation Board, to replace McKillip.

DIRECTOR'S REPORT:

Review the Vacancy Process - Leach reported that contact has been made with the City Council and it has asked that the previous process of the Board collecting information from interested parties be followed. We are accepting applications through April 10. The Committee on Administration will review the information and present its recommendation(s) to the Board at the April 18 Library Board meeting. Information from all interested parties will then be forwarded to the City Council along with the Board's recommendation. The City Council will then make the appointment. A new Board member should be appointed in time for the June Library Board meeting. Leach reported that KFOR requested an interview with her about the Library Board vacancy, and information also appeared online in the Journal Star.

Leach reported on the passing of former Youth Services Coordinator Virginia Opocensky. Afghanistan librarians recently toured libraries in San Diego, Portland, and Lincoln. The Lincoln Community Foundation has been interested in applying for an IMLS grant and it believes that the Read Aloud 15 Minutes a Day program would be a good project for this. The Lincoln Community Foundation is also working with Prosper Lincoln in the development of job skills. Community volunteers have been trained and will be present in library computer labs to assist when people are applying for jobs. We are excited about this collaboration with volunteers currently scheduled at Bennett Martin Public Library and Eiseley Branch. Voice Over Internet Phones (VOIP) are being installed at all libraries. The use of VOIP will, in the long run, save the library money. The Nebraska Library Association Advocacy Day is March 21st. Librarians from across the state will be visiting with legislators and providing information.

Leach reported that she has been doing interviews related to the Central Library Building Program with Star City News, Charlie Brogan, Paul Durban, and Coby Mach. Five community conversations regarding Central Library Building Program were also held.

PUBLIC COMMENT ON MATTERS NOT ON THIS AGENDA: None

CLOSED SESSION - Schimek moved to go into closed session at 6:45 p.m. to discuss potential Central Library real estate. Second by Speicher. Roll Call Vote: Schimek, Speicher, Berg, Friedman, Marvin - aye; Florence - absent. Motion carried 5-0.

The meeting went into closed session for the purpose of discussing potential real estate for a new downtown Central Library.

RETURN TO OPEN SESSION: At 7:19 p.m., Schimek moved to return to open session. Second by Marvin. Roll Call Vote: Schimek, Speicher, Berg, Friedman, Marvin - aye; Florence - absent. Motion carried 5-0.

ADJOURNMENT: There being no further business, the meeting adjourned at 7:20 p.m.

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February 22, 2017

Pat Leach & Members of the Lincoln City Library Board

Lincoln City Libraries

136 South 14th Street

Lincoln NE. 68508

Dear Pat & Fellow Board Members,

After a great deal of soul searching, I have decided to resign from my position as a Lincoln City Library Board Member. This decision did not come easy and was not without weighted consideration regarding my passion, commitment, and love for all public libraries, including Lincolns.

I have been on the board for nine years. Over the years, I have served on every committee, some multiple times and have held every leadership position, multiple times. My commitment and dedication has been demonstrated over and over throughout the years. However, in the past couple of months, my travel schedule has increased which has impacted a recent lack of attendance to the past couple board meetings. This is not acceptable to me.

I will still be serving on the ONE BOOK-ONE LINCOLN committee, as a community member representative.

I plan to serve as a community member representative on the Central Library Marketing Committee.

I also plan to continue volunteering and supporting the Foundation for Lincoln City Libraries, especially during the Annual Book sale, such a wonderful event.

I came onto the board being ask the question, "What are your thoughts regarding a Main library at Pershing?" (Spring 2008). The years have revealed many things about the concept, potential and support for Lincoln having a Central library, one which I continue to strongly believe should develop. However, with travel commitments impacting my schedule and free time, it is with a heavy heart that I must move on in hopes that a newly appointed member will serve the people with the same passion and integrity that I have.

You have a great opportunity before you, for the city and citizens of Lincoln/Lancaster County. I will continue to monitor your progress and of course, offer my unyielding support as much as possible. Don't take your eyes off the prize, which often includes sacrifices along the way. Be willing to compromise and always put the citizens of Lincoln/Lancaster County first – only then, will you succeed.

I take with me, many friendships, found memories, lots of laughs, debated discussions and a renewed appreciation regarding the impact and power that public libraries provide for their communities; for people of all ages, race, creed, color, and religion. Most important of all – libraries provide an opportunity for people to discover the strength of knowledge through literacy, in which one gains, self-empowerment.

Sincerely,

Kathy McKillip – 1913 South 41 St. Lincoln, NE. 68506