

**LINCOLN CITY LIBRARIES
LIBRARY BOARD MEETING
TUESDAY, APRIL 18, 2017; 8:00 A.M.
BENNETT MARTIN PUBLIC LIBRARY**

LIBRARY BOARD PRESENT: Martha Florence, Herb Schimek, Carol Speicher, Herb Friedman, Lowell Berg, Donna Marvin. One vacancy exists. A quorum was present.

OTHERS PRESENT: Pat Leach, Library Director; Julee Hector, Assistant Library Director; Barbara Hansen, Administrative Aide; Julie Beno, Bennett Martin Public Library Public Services Coordinator; Kim Shelley, Anderson and Bethany Branch Manager; Jodene Glaesemann, Walt Branch Manager; Peter Jorgensen, Virtual Services Manager. Gail McNair, Foundation for Lincoln City Libraries Executive Director; Jeff Kirkpatrick, City Attorney; Brad and Dick Waters of Godfrey's Associates; David Lempke and James Walbridge of HDR; Nancy Hicks, Lincoln Journal Star.

CALL TO ORDER AND APPROVAL OF AGENDA: The meeting was called to order at 8:00 a.m. by President Friedman. It was announced the Open Meetings Law was posted and available for inspection. Florence moved to approve the agenda as posted. Second by Berg. Roll Call Vote: Berg, Florence, Friedman, Marvin, Schimek, Speicher - aye. Motion carried 6-0.

CENTRAL LIBRARY BUILDING PROGRAM PROGRESS REPORT: Dick Waters, Brad Waters, David Lempke, and James Walbridge presented information on the progress of the building program statement. (See addendum for slide presentation.)

Waters reported that they have identified a collection of spaces that they believe, based on all the input gathered, should be in a new central library and have an approximate size for each one of these spaces. A new library to accommodate these spaces would be approximately 100,000 square feet. This would translate to a \$50,000,000 price tag. Those figures will be updated as the program continues to be refined. Buildings are typically planned for a 20 year life. We plan central libraries for a 50 year life. According to the Center for Public Affairs Research at the University of Nebraska Omaha, the projection for Lancaster County population in the year 2050 is 456,000. The population of your youngest users age 0 to 5 is expected to increase by 62% between the years 2010 and 2050. At the other end of the age range, the number of those 65 and older is going to increase 123%. You must plan accordingly. The 2050 population prediction represents a 60% increase over the 2010 population. In addition to a new central library, long range planning will need to include additional branch libraries.

Walbridge noted that this is a very process oriented program plan. They have met with individuals across the community of all ages and income levels. This represents all the data that has been collected. David Lempke noted that all the comments heard were very consistent. The overwhelming majority of comments were very positive, residents are behind the project. The positive comments reinforced what we see in Prosper Lincoln -- early childhood, employment skills, innovation and entrepreneurship.

Waters stated that adaptability is key, not dedicated space. The more adaptable a space, the more opportunities for use.

Waters reported that this week they are meeting with library staff, library board, mayor, and community. Feedback from these meetings will be incorporated into a draft program plan. This

draft will be forwarded to the board prior to its May 16 meeting. The final building program statement will then be delivered by June 1st. The library board will take action to approve the plan at its June meeting.

It was again clarified that the program plan does not contain architectural floor plans. Stacking plans will be included in the program plan that show what could be on different floors. This is purely a program statement. Any drawings would be part of a second phase when an architectural firm is hired.

When asked about a “green” building, Lempke explained that with building codes today buildings are green; it is in an architect’s DNA. Design is geared around LEED capabilities. The building will be very energy efficient and ecofriendly.

Walbridge noted that the building will exceed ADA compliance standards and is recommended to be barrier free. This is strongly recommended for civic buildings like this so all people go all places.

Parking is not currently in the program. Cities like Chicago, Boston, Philadelphia, and San Francisco do not have parking garages or lots at their libraries. The consultants have not overlooked parking but without knowing where the library will be sited, that decision cannot be made. Location and parking can have a major impact on the project. The City of Lincoln does not require parking for downtown business. This reinforces the walkability, bikeability, and the use of mass transit.

APPROVAL OF MINUTES: Berg moved to approve the minutes of the March 21, 2017, meeting minutes as submitted. Second by Florence. Roll Call Vote: Florence, Friedman, Marvin, Schimek, Speicher, Berg - aye. Motion carried 6-0.

STANDING COMMITTEE REPORTS:

Committee on Administration -

Board Vacancy - Leach reported the committee met to review the qualifications of the 15 residents who expressed interest in being appointed to the library board for the term through August 31, 2021. The committee recommends 1) Walter Broer or 2) Lisa Hale for appointment to the board with Broer having the highest recommendation. Broer brings experience in construction and community participation. Hale is fairly new to Lincoln but works for LES and has made a many connections in the city. Schimek moved to approve the committee recommendation. Second by Marvin. Roll Call Vote: Friedman, Marvin, Schimek, Speicher, Berg, Florence - aye. Motion carried 6-0. It was noted that all applications will be forwarded to the City Council along with the board’s recommendation.

Adoption of Updated Bylaws: As reported at the March 21, 2017, board meeting, the following change is requested to the library board bylaws, by adding Article VIII Duties of Members.

Section 1. It shall be the duty of each member to participate in the Board’s activities to fulfill its purpose.

Section 2. Failure to attend three consecutive regular meetings or four regular meetings in any twelve month period shall be considered nonfeasance.

Nonfeasance or malfeasance may result in the removal of a Board member from the Board of Trustees by a vote of the Board.

Marvin moved adoption of the revised bylaws. Second by Florence. Roll Call Vote:

Marvin, Schimek, Speicher, Berg, Florence, Friedman - aye. Motion carried 6-0.

Buildings and Grounds:

Approval of Security Guard Contract - Berg moved to award the security guard contract to Sunstates Security in an amount not to exceed \$72,000 per year. Second by Marvin. Berg reported this is a one year contract with the option for three renewals. Library staff worked with City Purchasing staff to update the specifications. Roll Call Vote: Schimek, Speicher, Berg, Florence, Friedman, Marvin - aye. Motion carried 6-0.

Approval of Addendum to FMA Realty Building Maintenance Contract - Berg moved to approve an addendum to the contract with NAI FMA Realty that will implement a 2.6% hourly rate increase for NAI FMA employees doing work for Lincoln City Libraries. Second by Marvin. The current hourly rate has been in place since 2014. The hourly rate change will not change the annual expenditure for the contract as previously approved by the board. Roll Call Vote: Schimek, Speicher, Berg, Florence, Friedman, Marvin - aye. Motion carried 6-0.

Finance Committee:

Recap of Expenditures - Speicher reviewed the recap of expenditures for March 2017 listing claims in the amount of \$1,012,592.20 from all funds. Speicher moved approval of the report and payment of all claims. Second by Berg. Roll Call Vote: Berg, Florence, Friedman, Marvin, Schimek, Speicher - aye. Motion carried 6-0.

SPECIAL COMMITTEE REPORTS:

Foundation Executive Director - Wine and E will be held on Thursday, April 20th, at 6 p.m. at the Country Club of Lincoln. Part of the event is showcasing what is going on in the libraries. Staff will be showcasing the maker space equipment including robots and 3D printers.

One Book - One Lincoln - Marvin reported the committee has selected the top three titles which will be announced on Memorial Day. The community will have an opportunity to vote for their favorite during the months of June and July. The selected title will be announced on Labor Day.

Technology - Speicher noted that the committee members and library staff are working on an updated technology plan. It is expected to be presented for approval at next month's meeting.

NEW BUSINESS:

Approval of Foundation Funds Allocation Expenditure:

Leach reported that unrestricted funds from the annual gift in the amount of \$77,350.17 have been received from the Foundation. Leach requested approval to spend funds for

- Potential grant matches, \$5,000
- Youth and adult programs and events, \$17,000
- Urban Libraries Council membership, \$7,500
- Booths, giveaways, promotions, displays, \$11,500
- Potential Central Library-related expenses, \$25,000
- Promotion of "Read Aloud 15 Minutes a Day," \$9,333

Schimek moved to authorize expenditure as proposed. Second by Marvin. Roll Call Vote: Florence, Friedman, Marvin, Schimek, Speicher, Berg - aye. Motion carried 6-0.

Approval of Book Sale Funds Allocation

Book Sale Funds from 2016 in the amount of \$55,969.53 have been received from the Foundation for Lincoln City Libraries. Leach requested approval to spend funds on various media -- such as books, CDs, DVDs, downloadable items and electronic databases.

Schimek moved to authorize expenditure as proposed. Second by Marvin. Roll Call Vote: Friedman, Marvin, Schimek, Speicher, Berg, Florence - aye. Motion carried 6-0.

PRESIDENTS REPORT: None

LIBRARY DIRECTOR'S REPORT: Leach reported on upcoming events including the Central Library Town Hall on April 18, Wine and E on April 20, Volunteer Recognition on April 23 and Heritage Room Spelling Bee on April 26.

Leach reported that she recently presented information about the library's outcome based budget to the County Board. The County Board pays Lincoln City Libraries to provide service to county residents living outside of the city. The County Board is reviewing its budget process and the city's outcome based budget.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA: None

Speicher did comment that last Tuesday Columbus residents voted against issuing bonds to build and furnish a new library.

CLOSED SESSION:

Schimek moved the Board go into closed session at 9:08 a.m. to discuss real estate as related to the proposed new central library. Second by Speicher. Roll Call Vote: Marvin, Schimek, Speicher, Berg, Florence, Friedman - aye. Motion carried 6-0.

Friedman declared the meeting closed for the purpose of discussing real estate.

At 9:38 a.m. Marvin moved to return to open session. Second by Florence. Roll Call Vote: Schimek, Speicher, Berg, Florence, Friedman, Marvin - aye. Motion carried 6-0.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:40 a.m.