

MEETING NOTICE

DATE: July 18, 2023
TO: Library Board, Mayor, City Clerk, and City Attorney
FROM: Ryan Wieber, Library Director
SUBJECT: Library Board Meeting

DATE AND PLACE OF MEETING: Tuesday, July 18, 2023
Walt Branch Library
6701 S. 14th St.
Lincoln, NE 68512

STARTING TIME OF MEETING: 6:00 p.m.
CHAIR OF MEETING: Dan Sloan, President
PURPOSE OF MEETING: Monthly Business Meeting

AGENDA

1. Call to Order and Announcement of Open Meetings Law
2. Approval of Agenda*
3. Public Comment on Agenda Items
4. Approval of June 16, 2023, Meeting Minutes*
5. Standing Committee Reports
 - a. Committee on Administration
 - i. Recommendation for Appointment to Library Board*
 - ii. Request for Reconsideration Appeal*
 - b. Committee on Buildings and Grounds
 - c. Committee on Finance
 - i. Approval of Monthly Recap of Expenditures for June, 2023*
 - ii. Finance Committee Report
6. Special Committee Reports
 - a. Foundation Executive Director Report
7. New Business
 - a. Approval of Contract with BVH Architecture for Phase 1 Services: Public Engagement for Future Libraries Planning*
 - b. Approval of Library Holiday Schedule FY 23-24*
 - c. Report on Security Incidents
8. President's Report
9. Assistant Library Director's Report:
 - a. Website
 - b. Kids Library Card Design Contest
10. Director's Report
11. Public Comment - Anyone wishing to address the board on a matter not on this agenda may do so at this time.

*Action Item

Proposed agenda kept continually current and available for inspection at the Administrative Office of the Bennett Martin Public Library. The Board shall have the right to modify the agenda at said public meeting when convened.

ACCOMMODATION NOTICE The City of Lincoln complies with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 guidelines. Ensuring the public's access to and participating in public meetings is a priority for the City of Lincoln. In the event you are in need of a reasonable accommodation in order to attend or participate in a public meeting conducted by the City of Lincoln, please contact the Lincoln Commission on Human Rights at 402-441-7624, or the City Ombudsman at 402-441-7511, as soon as possible before the scheduled meeting date in order to make your request. *Open Meetings Act of the State of Nebraska posted in meeting room.*

LIBRARY BOARD MEETING MINUTES

TUESDAY, JUNE 20, 2023 6:00 p.m.

ANDERSON BRANCH PUBLIC LIBRARY
LINCOLN, NEBRASKA

BOARD MEMBERS PRESENT

Dan Sloan, Rhonda Seacrest, Lisa Hale, Donna Marvin, Joe Shaw, Jackie Ostrowicki, Morgan Gerteisen, present. Absent: Nichole Bogen

CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS ACT

President Dan Sloan noted that a quorum was present and called the meeting to order at 6:00 p.m. He announced the Open Meetings Act was posted and available for review.

APPROVAL OF AGENDA

President Sloan noted that the Agenda and Meeting Notice were posted according to the Open Meetings Act of the State of Nebraska. Sloan asked for a motion to approve the Agenda. Ostrowicki so moved. Gerteisen seconded. There was no discussion. **ROLL CALL VOTE:** Gerteisen, Hale, Marvin, Ostrowicki, Seacrest, Shaw, Sloan – AYE. Motion carried 7-0.

PUBLIC COMMENT ON AGENDA ITEMS

President Sloan asked if there was any public comment on items on the Agenda. There was no comment.

APPROVAL OF MAY 19, 2023 MEETING MINUTES

President Sloan noted the Minutes of the May 16, 2023 meeting had been submitted. Sloan asked for a motion to approve the Minutes. Seacrest moved approval. Hale seconded. There was no discussion. Sloan asked for the vote. **ROLL CALL VOTE:** Hale, Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Gerteisen – AYE. Motion carried 7-0.

STANDING COMMITTEE REPORTS

Committee on Administration

Update on Vacancy Process

Wieber noted that the application window closed yesterday and there were 22 applicants. Those have been forwarded to the Committee on Administration as well as the other board members. The Committee will be reviewing those and hearing any feedback from members. A date will be set within the next couple of weeks to meet and discuss. It may be possible to complete the process and have a name for the City Council by July, but as the position is not open until September, this timeline allows for the Board to approve the Committee's choice at the August meeting, and then to bring the nominee to the City Council in August, for final approval in early September.

President Sloan reiterated that the Committee on Administration is tasked with bringing their recommendation to the Board, but they welcome any feedback or comments from the Board. Hale asked if the committee should aim to have their choice to the Board by the July meeting. Sloan concurred, noting if there should be any issues or controversy, having the extra time and a prepared fallback position would be wise. There was no further discussion.

Committee on Buildings and Grounds

Update on South Branch Mural Project

Assistant Director Glass shared the information she'd provided to the Committee. A member of the Country Club Neighborhood Association approached Director Wieber in April regarding the possibility of installing a mural on the exterior of South Branch Library. Joe Shaw and the Lux Center for the Arts were asked in to help move the effort forward using their connections to qualified artists. The plan is to have artists submit proposals and keep the selection process relatively small, but still drawing on staff and community engagement. A group consisting of members of the Neighborhood Association, Ryan, Brenda Ealey (Manager of Gere and South Branches), Joe Shaw and herself met and viewed the building to determine which walls would be best to work with. The North wall, wrapping around the Northwest corner of the building is where the conversation settled. The goal for installation is spring of 2024. Discussion followed regarding placement and potential theme – still undecided. Further meetings are scheduled for January of 2024 to get things rolling. Shaw noted that Lux's only role is to facilitate the painting and upkeep of the mural and finding appropriate artists. The Lux is not deciding on the final design, that's up to the Library committee.

Committee on Finance

Approval of Monthly Recap of Expenditures for May 2023

Marvin reported total Operational Expenditures of \$796,130.65 and total Expenditures from Other Funds of \$429,172.65 for a total of \$1,225,303.30. Marvin moved approval. Shaw seconded. There was no discussion. **ROLL CALL VOTE:** Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Gerteisen, Hale – AYE. Motion carried 7-0.

SPECIAL COMMITTEE REPORTS

Foundation Executive Director Report

Gail McNair shared that Give to Lincoln Day earned the Foundation \$30,225.48, a figure that does not yet reflect any match, expenses, or donor designations. The final amount will be available next week. McNair announced that the Spelling Bee planning is in process. The UNL Volleyball schedule has been released, so the Foundation is awaiting a list of potential dates when John Baylor can once again emcee the event. As soon as the date is set, it will be announced. Spellers and sponsors are encouraged and welcome! In May, the Book Nooks earned over \$2,100. The Foundation is working with library staff to create four Book Nook expansion events for this fall to sell books and also visit the library. There was no further discussion.

NEW BUSINESS

President Sloan noted that the City Law Department has been working to clean up and make consistent policy language used by all Departments. As a part of that process, three policies have been tweaked to bring them in line with Library's needs and also to keep them in compliance with other City Departments. Director Wieber will walk through the specific changes made to each policy.

Approval of Fees Policy

Director Wieber explained that although the Fees Policy had been updated recently, since then we've instituted a Library Card Design Contest in conjunction with the Summer Reading Challenge. While replacement cards have in the past cost \$1, the goal for the Library Card Design Contest is to encourage customers to participate by freely replacing their old card with a new design. This change would strike the \$1 fee for a lost or replacement card. Hale moved approval. Shaw seconded. Discussion followed., Sloan asked for the vote. **ROLL CALL VOTE:** Ostrowicki, Seacrest, Shaw, Sloan, Gerteisen, Hale, Marvin – AYE. Motion carried 7-0.

Approval of Behavior Policy

Director Wieber brought another recently reviewed policy with an additional change. This change would make the time frame for a banning appeal from 15 days from receipt of the banning letter to 30 days. This would allow more leeway to work with customers. Also changing the time that the Director has to schedule the appeal with the board to 30 days, again gives more time to work through the process. President Sloan called for a motion to approve. Shaw so moved. Hale seconded. Discussion followed. **ROLL CALL VOTE:** Seacrest, Shaw, Sloan, Gerteisen, Hale, Marvin, Ostrowicki – AYE. Motion carried 7-0.

Approval of Public Comment Policy with Guidelines

Director Wieber explained the revision to this policy will change the public comment time limits at meetings from five to three minutes. He shared that this change puts the Library in line with the comment policies of other public bodies. Sloan asked for a motion to approve. Ostrowicki so moved. Shaw seconded. Discussion followed. **ROLL CALL VOTE:** Shaw, Sloan, Gerteisen, Hale, Marvin, Ostrowicki, Seacrest – AYE. Motion carried 7-0.

PRESIDENT'S REPORT

President Sloan shared that he'd just driven past Gere Branch library and admired the newly refinished, *spiffy* parking lot, and noted that the Community Crops garden is well in and looks to be full of activity. Sloan noted pride in seeing the care taken with the infrastructure. Wieber called out the coordination done by Assistant Director Glass, Gere Manager Ealey and Superintendent Miller to make the Community Crops project happen.

ASSISTANT LIBRARY DIRECTOR'S REPORT

Assistant Director Glass shared an update on systemwide Outreach. Glass has been coordinating Outreach for about a year to better streamline the opportunities and the process – offering them up to staff across the system to participate, regardless of targeted age groups for the events. Glass noted that smaller, "local" outreach events are handled by individual Branch Managers, while she focuses on larger

city-wide events. Glass shared thanks to Ali Bousquet, our Read Aloud Librarian who does multiple Outreach events on her own. Of specific note was her recent “Around Town Storytime” at Memorial Stadium two weeks ago, which drew over 300 participants. It was a huge, difficult project to plan and execute, and we’re thankful to have someone so skilled in our system.

The events Glass coordinates generally come to her via an email from staff or community organizations, requesting LCL’s presence at Outreach events. Glass then shares those opportunities with all public service staff and gathers volunteers from branches who have received their manager’s permission to participate. By “*volunteer*,” Glass clarified that staff work these events on paid work time, *volunteering* part of their shift or sometimes part of their day off, flexing their work hours away from their regular branch duties for these special events. The event information, staffing information and supplies needed information is shared on a common spreadsheet. Supplies for events are coordinated and distributed by Tina Queen. Staff attend and manage an LCL booth for the event, and then evaluate the event afterwards with an eye to any changes needed and recommendations as to whether or not repeat our participation in the future. Glass shared kudos to Kim Shelley’s staff for consistency in submitting those evaluations. Regarding cost to attend the events, about 60% are free and 40% we pay admission. Typically, our admission fees are less than businesses since we’re a non-profit. We see thousands of people at events, a lot of whom are not regular library users, so this way we’re encountering people where they are.

Big outreach events just in the past three months: Child Care Provider Night at the Children’s Museum, Kids Safety Spectacular, Lincoln High School Community Learning Center end-of-year bash, McPhee Maker Market, Peter Pan Party, Disability Pride, Hop Skip Jump and Run, Juneteenth, Nebraska Book Festival and the largest is Star City Pride that spanned multiple days and was attended by many staff. Upcoming in August are Downtown 101 and Big Red Welcome Street Festival. People love to see the library at Outreach events, and she loves coordinating it. Brief discussion followed.

DIRECTOR’S REPORT

Director Wieber shared that Summer Reading Challenge is going exceedingly well. 13-14,000 registrants, on track to exceed last summer’s numbers. The events have been wonderful, please pop in. The Saltdogs game on June 10th was jam packed with folks waving LCL fans. July 31st is the second game for the folks who have completed the challenge. Thanks to Kim Shelley, and interested folks, please see her after for a tour afterwards.

Kim Shelley introduced Anderson’s summer intern, Carmen Marley. Summer interns are made possible via a grant from the Nebraska Library Commission. Each of our major branches has an intern this summer. Also, thanks to Gail for the funds that made the technology iPads available for Anderson’s youth area. They are being heavily used. Brief discussion followed.

Included in your packet is the ConnectED interlocal agreement, Lincoln City Libraries’ partnership with LPS for providing all public school students a limited use public library card. Since its approval, a team has been working to determine a better, more descriptive name for the program. The new name that’s been decided upon is “Library OneCard.” This change will involve an amendment to the agreement, which although it won’t require additional Board approval, will need to go back before the Mayor. We

want to move quickly with the new name and a new logo to have it ready for new school year information sent out to parents. Promotion is planned to help share the word.

Tomorrow is Heritage Room Curator, Diane Wilson's last day before retirement. Our new Heritage Room Curator, Amber Stephenson, has begun. Amber has moved to Lincoln recently from Mississippi with great library experience and we hope to have her attend a meeting soon to meet you all.

Future Libraries planning resumes. We wish to emphasize that the planning now encompasses the entire library system and all service needs, not just a Central Library project, thus the new name. Both branch improvements and a plan for downtown will be addressed. A public engagement campaign will follow this fall, to educate the public on the level of services currently available and what improvements and growth can be made with updated infrastructure and a refreshed focus. We're again working with BVH and should receive a new scope of work proposal from them shortly. A special Board Meeting may be upcoming if the timing of that new contract should require us to act before next month's meeting.

Hale noted an extreme increase in the Bennett Martin circulation statistics this month, and wondered how it might be explained. Wieber agreed that it seemed incorrect and will be reviewed. Any corrections needed will be forwarded to the Board.

Ostrowicki shared an update on One Book One Lincoln. May 29th the top 3 finalists were announced at Coffee at the Mill. There are three terrific titles – "Demon Copperhead" by Barbara Kingsolver, a great book, but perhaps quite a long read for some. "Remarkably Bright Creatures" by Shelby Van Pelt features an octopus as a character, and "Four Treasures of the Sky" by Jenny Zhang, which is historical fiction. Steps leading up to the selection – Lincoln residents will vote on their favorite. Programs and discussions will take place all summer, and winner September 4th of this year. We're very excited about the books and the programming. President Sloan commended the strategy of releasing the books a couple at a time with videos – he received positive feedback. All the initial top eleven titles are available on the library website.

Director Wieber asked AD Glass for an update on the new website. Glass shared that she and Public Information Specialist Huffman have been attending days-long trainings in preparation. All content will need to be rewritten for accessibility prior to the data migration, content is being curated and edited. The priority items are the main focus.

PUBLIC COMMENT

President Sloan noted that despite the change to the comment time limit from 5- to 3-minutes required by the newly updated policy, as that was not known prior to the meeting, the 5-minute comment period will be observed for tonight's meeting.

Jessica Wersky 1330 N. 79 commented on her opposition to several books in the collection.

Tyler Reeh at 7310 Glynoaks commented on his opposition to the Fine Free policy.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:53 p.m.

Memo to the Library Board

July 2023

Please note: this month's Board meeting is at **Walt Branch Library, at 6pm**. Branch Manager Jodene Glaesemann or I will be glad to offer a tour of the library and introductions to staff after the meeting.

FISCAL YEAR 2022-2023 BUDGET: The actual percent of budget expended year to date is 80.49%, compared to the budgeted 83.33%. Annual adjusted expenditures to date are 81.40%.

STANDING COMMITTEE REPORTS

Committee on Administration

**Recommendation for Appointment to Library Board*

Based on their review of applications and then final interviews with 3 board member candidates, the committee will recommend Patty Beutler to the full board for consideration.

**Request for Reconsideration Appeal*

The Committee met to discuss the Request for Reconsideration Appeal for the children's board book, *Being You: A First Conversation about Gender* by Megan Madison and Jessica Ralli. The Committee will give their recommendation on the appeal consideration, which will be a denial.

Committee on Buildings and Grounds

The committee did not meet.

Committee on Finance

**Approval of Monthly Recap of Expenditures—Action Item*

Reports are attached. Treasurer Donna Marvin will bring forward a motion to approve.

The Finance Committee met on July 13 to review the 2022-2023 Budget Line-Item Estimates. I can provide a brief review of this report, any items of note, and we will include a copy of it in the Board materials.

SPECIAL COMMITTEE REPORTS

Foundation Executive Director Report: Gail McNair will provide a Foundation overview, and a financial report.

One Book One Lincoln: I don't think there is anything to report this month, but Jackie can pick it up if so.

NEW BUSINESS

- a. Approval of contract with BVH Architecture
I'll go over the scope of work and plans, and I expect to have Mark Bacon and/or Cleve Reeves from BVH attending virtually to answer questions.

- b. Approval of Library Holiday Schedule
The board approves this annually, prior to the new fiscal year. The staff Inservice day, set for September 23, is a full day of closure. It is in the planning stages.

- c. Report on Security Incidents
This will be a brief presentation/slide show from Sarah Dale (this work is part of her day-to-day responsibilities) in providing insight on security incidents based on location, severity, and banning lengths.

PRESIDENT'S REPORT

ASSISTANT DIRECTOR'S REPORT

Traci Glass will present provide a website development progress report, and also cover the Kid's library card design contest.

DIRECTOR'S REPORT

I'll address items from my written report and/or additional topics.

Contracts Filed:

23060117	Dale	Desi Unlimited c/o Jitendra Pandit with Omakara (band)	To provide a musical performance of "Bollywood in the 90's" on Saturday, August 12, 2023 from 2-3:00 p.m. in the Polley Music Library in Bennett Martin Public Library at a cost not to exceed \$200.00.	6/22/2023
23060112	Dale	Kathy Plunkett Photography	Photograph, edit, and supply staged and unstaged images taken of (8) Lincoln City Libraries facilities and the Bookmobile, and provide "Full Usage in perpetuity" licenses for Lincoln City Libraries and the City of Lincoln for the images provided at a cost not to exceed \$9,019.00	6/1/2023
23060072	Dale	Sean Gaskell, Musician	To provide a performance and educational demonstration featuring the West African kora on Sunday, July 9, 2023, from 2:00 p.m. to 3:00 p.m. at Polley Music Library in Bennet Martin Public Library, 136 S. 14th St, Lincoln, NE 68508 for a cost not to exceed \$300.00.	6/8/2023



LINCOLN CITY LIBRARIES

136 S. 14th Street

Lincoln, NE 68508-1899

MEMORANDUM

TO: Library Board

FROM: Paul E. Jones, Business Office

RECAP OF EXPENDITURES - JUNE 2023

Library Operational Budget - FY 2022-23	\$ 1,015,219.41	
Library Enc/Reapp - FY 2021-22	-	
Heritage Room Fund - FY 2022-23	4,566.79	
Polley Music Library - FY 2022-23	11,415.50	
	<hr/>	
Total Operational Expenditures		\$ 1,031,201.70
Grants	\$ 29,779.20	
Hompes Fund	42.90	
Keno	101,722.70	
Miscellaneous Library Donations Funds	23,033.46	
Capital Improvements	-	
	<hr/>	
Total Expenditures - Other Funds		154,578.26
		<hr/>
TOTAL EXPENDITURES		\$ 1,185,779.96
		<hr/>

Director's Report for June 2023

The soon-to-be **new Williams Branch Library** is a beautiful space, modern in design and comfortable in form and function. It reflects the creativity and shared planning of staff, architects, and interior designers. Thanks to the teamwork and diligence of library team members Traci Glass, Lisa Olivigni, Jill Deisley and the Williams/Eiseley staff for bringing it to life. Patrons in Northwest Lincoln will find it a fun and eye-catching library, convenient for their neighborhood and a nice addition in combination with the Air Park Rec Center. We're grateful for the longtime partnership with Lincoln Public Schools and its students and educators at Arnold Elementary.

The upcoming **public engagement work with BVH Architecture** is designed to present the current state of the library system and its facilities, with the goal of sharing that with the community and receiving feedback on their impression of the library and what we can do facilities-wise to serve better now and in the future. September is the month planned for outreach in each of the city's quadrants with presentations, listening sessions, and online data gathering. I will be active during this time representing the library and listening to residents, but I'll also be counting on library board members to participate, advocate, and listen if able. BVH will then present a report in late Fall outlining their recommendations for meeting library service needs of the community.

Library **Strategic Planning** work will begin in October with Parlay Consulting and involve a staff/board committee of 15 participants, a series of staff forums, community focus groups, and an online survey. The work will conclude by January, with priorities set and an implementation plan prepared for year-one.

Since offering the ability to **register online for library cards** two months ago, nearly 300 new patrons have now discovered the great things that a library card at Lincoln City Libraries brings. Thanks to many staff who made that a reality, and in quick time.

Over 200 talented young artists submitted their drawings for the **Kid's Library Card Design Contest** this summer. Three lucky finalists will now have their art voted on by the general public, with the winner to have their design memorialized on a library card. Kind of inspiring, and very cool!

Improving the visibility and recognition of LCL's beautiful libraries is a priority in the upcoming months with the addition of **consistently-designed building lettering** at several branches that have signage needs. Branch managers and building superintendent Dan Miller are working together to identify good solutions.

Bennett Martin Public Library needs **handicap-accessible parking spaces** as a matter of safety, and with LTU's planning help we've identified a solution for spaces and curb access on N Street, near the 14th Street corner. We're waiting on a projected cost, and then we'll plan out the funding and timing.

Monthly Examples of the Strategic Plan in Action

Our Vision: The Library Experience—setting a distinctive tone in promoting and providing lifelong education for our entire community

Interactions

- An older patron came who used to come to the library years ago and quit during Covid just started coming back into Walt Branch. She had started buying audio and ebooks during the pandemic and found them to be so expensive. She was thrilled to learn about Hoopla and Libby and the amount of money she will be able to save.
- At Bethany Branch Library, Jodi R. noted, "Chery B. helped a family who needed to write an obituary for their husband/father. She printed off a helpful form they could use as a template."

Programming

- Nearly 100 patrons participated in the program "Around the World in Games" at Eiseley, and the next day, 22 participants at Eiseley made a summer treat with the Blender Bike that traveled to several branches.
- At the end of June 2023, NESU had 2,573 individuals registered for the Summer Reading Challenge. Librarian Karrie S. noted, "This beats our 2022 total summer reading numbers (2,378) -- making it our highest Summer Reading yet! And July hasn't even happened yet!"
- Polley Music Library had a songwriting workshop this month featuring local songwriter Nick Vaccaro. The focus was on the "four chord song" formula and its variations. There were 8 attendees and some great interactions, as Nick referenced music all the way from the Renaissance to Lady Gaga and much more.
- Cally O. reports that Gere storytime numbers continued to grow in June with the Tuesday morning storytimes proving to be the most popular with attendance ranging from 56 to 82. Total storytime attendance for the month was 1,323 customers at 38 sessions. As far as storytime attendance at Gere goes, we are back to pre-Covid levels.
- Family Fun-Night Ice Cream Party on the 6th at Gere had 300 attend. There was free ice cream and popsicles, bubbles, and chalk outside and a painting craft project where the kids could paint pictures of popsicles and ice cream cones. Cally O., Sam R. (Summer Intern) and Ronda H. along with Volunteers hosted the event.

Outreach

- From Walt: Vicki C. and Jodene G. visited the Lincoln Square Senior Apartment complex near Tabitha. A very engaged audience turned our allotted 30 minutes into over an hour as we talked about summer reading, library cards, programming, and everything you can get with your card. We signed two residents up for summer reading and three up for library cards. The Library Lineup was a huge hit. One woman said she plans her week around the Library Lineup. Also, The Pride outreach presented a great opportunity to connect to the community. People were very excited to see the Library booth, and many shared their love for their library system. Many shared their favorite reads, as well. One patron who recently transitioned mentioned to Meagan M. how supportive LCL staff have been during her time coming out.
- Our Summer YS Outreach staff are very busy with 22 city sites and seven county sites this summer. Luckily, they work so well together as a team they manage to get all of their sites covered and their kids engaged.
- Every person who registered for the Summer Reading Challenge was provided with a free ticket to the Saltdogs baseball game on June 9. NESU employees Karrie S., Nate H., and Tracy T. were on hand at Haymarket Park that night to welcome attendees. Nate reported, "I worked the Saltdogs game, handing out hand fans at the gates. The game was well-attended, and we saw many of our regular patrons, several of whom even came to the baseball game with a library book in hand!" Karrie added, "We handed out hundreds of fans and greeted Summer Readers as they entered the stadium. They are always so excited to see their library staff and are happy to tell us that they've been doing the Summer Reading Challenge."

Collections

- During the month of June, displays in the youth areas of Anderson and Bethany Branch Libraries included the following: I'm Bored (fun things to do); Father's Day; Summer Fun; Dogs; I Like to Move It; Bugs; Dinosaurs; Friendship; Look what the wind BLUE in; Ocean Animals; Seek and Finds; Mo Willems; Garfield; Weird but True; and rotating jpb series: Big Nate, A to Z Mysteries, My Weird School, Hardy Boys/Nancy Drew, Owl Diaries, and Babysitters Club.
- Gere Library adult displays were put together by Aubrey S., Aya M., Hillary U., and Lane G. Themes this month were: Pride; Summer Blockbuster Movies; Summer Meals; Father's Day; Juneteenth; National Dinosaur Day; Pride Month Picture Books; and Adult Summer Reading. Melanie N. had the idea to promote the summer reading program to adults by pulling summer themed reads and popular items from to be shelved carts. Aubrey said she was amazed by how fast items from the display were taken with 301 circs during June. Total checkouts from all the displays were 936. Hillary put together a DVD display at South – Celebrating All Kinds of Dads with 28 checkouts.

Collaboration

- One hundred people showed up for Walt Branch's collaborative program with the Cooper YMCA. Ken from the YMCA ran two twenty-minute aerobic programs for youth. This was such an exciting program that we are already planning on holding this again during winter break and next summer also.

Community Engagement

- Karrie S. [NESU] reported, "Dawes Middle School reached out and asked if they could bring about 30 summer school kids down to the library. We were happy to have them! With teachers, 32 of them walked down to Anderson Branch on Thursday June 15th. Prior to their visit, we registered all of them for our Summer Reading Challenge. I talked to them about the program and answered a lot of good questions they had about our libraries and library cards. Then Lisa Voss, Steph Eischeid, and I gave a quick round of booktalks. We finished with a tour around the library and time to look around and check out."

Technology

- The Tech Time Staff at Gere Branch helped 13 patrons during an equivalent of 25 half-hour appointments. Of these, five needed assistance with digital library services, including Ancestry. Araya W. shared this interaction: "I met a patron for a Tech Time appointment to help him navigate Ancestry.com and we ended up making more appointments to track his family on both parents' sides from Bohemia and Germany to Nebraska. He is preparing a "How You Got Here" binder for each of his grandchildren and has really enjoyed doing investigative work with me and sharing stories about his relatives and travels."

Facilities

- Tracie Glass and the Bookmobile planning team have made refinements to the new vehicle RFP and expect it to go live in the middle of July.

Areas of Excellence and Focus

Early Childhood

- From Ali B. in Youth Services: "A ton of card sign up this month—folks were very happy to be able to do that on the spot at these outreach events. "Around Towns" are back and they are big this year. I'm expecting them to die down in July, as they did last year. While the crowds can be daunting, it has been nice to see so many folks making memories centered around reading. A mom told me at Memorial Stadium, "You just made a core memory for my kids", which is so awesome! I also had a grandmother tell me that she brought her grandkids all the way from Grand Island to attend-- and they attend weekly!

Additional Areas of Focus—in these, the library usually collaborates with other organizations

Employment

- Melanie N. [Gere] shared: "A customer inquired about using our study rooms for study sessions for the department of homeland security's immigration law test required for her employment. Due to government requirements, they can't do this at coffee shops or their hotels, or places like that due to security issues. She tested her laptop while at Gere to make sure the VPN would connect, and it

did, even though it didn't work in other public locations. Our internet security features, space, and privacy gave this patron a place to study and develop their employment skills and requirements."

Services to Our Aging Population

- Pat Sloan [Gere] worked with Aging Partners in hosting the Historical Lunch on the 21st featuring Kim Shelley and her presentation on the history of the Lincoln City Libraries branches. There were 33 attending.

Ryan Wieber, Library Director

June 16, 2023

**Lincoln City Libraries
June 2023 Use Report**

Location	Loans	Visits	Computer Reservations	Program & Outreach Attendance	June 2023 Total Use	June 2022 Total Use	CHANGE
Bennett Martin Public Library	16,140	12,527	2,570	4,055	35,292	36,410	-3.07%
Anderson Branch	15,843	7,226	779	1,183	25,031	21,001	19.19%
Bethany Branch	10,023	4,176	313	385	14,897	14,926	-0.19%
Eiseley Branch	30,702	10,954	1,292	1,757	44,705	44,533	0.39%
Gere Branch	74,907	25,089	1,460	3,389	104,845	102,671	2.12%
South Branch	11,436	4,227	444	733	16,840	17,215	-2.18%
Walt Branch	55,594	16,860	1,231	2,284	75,969	73,984	2.68%
Williams Branch	545	300	0	47	892	1,847	-51.71%
Lied Bookmobile	1,612	404	0	41	2,057	2,639	-22.05%
InterLibrary Loan	181	0	0	0	181	276	-34.42%
SUBTOTAL	216,983	81,763	8,089	13,874	320,709	315,502	1.65%
DownloadStream Audio	39,488	0	0	0	39,488	33,054	19.47%
Download/Stream eBooks	30,659	0	0	0	30,659	26,475	15.80%
Stream Video	743	0	0	0	743	812	-8.50%
Download SUBTOTAL	70,890	0	0	0	70,890	60,341	17.48%
TOTAL CIRCULATION	287,873	81,763	8,089	13,874	391,599	375,843	4.19%

Note: LPS Airwave server was not working during June 2022.

WiFi Sessions	118,972	n/a	0.00%
WiFi Users	10,399	n/a	0.00%
Website Users	65,180	65,113	0.10%
Website Sessions	127,687	129,749	-1.59%
Database Use	7,828	8,722	-10.25%

Holdings Report	PRINT		NON PRINT		Total	REGISTRATIONS	2023	2022	Change
	Adult	Youth	Adult	Youth		Purged			
Owned	360,551	302,084	76,561	32,551	771,747	Active			
Added	2,049	3,298	51	33	5,431	Resident	147,071	146,264	0.55%
Withdrawn	-5,444	1,651	620	1,303	-1,870	ConnectED	42,752	44,302	-3.50%
Current	357,156	307,033	77,232	33,887	775,308	County	9,129	9,188	-0.64%
						NonResident	937	936	0.11%
						Reciprocal	480	477	0.63%
						Limited Use	8,679	8,670	0.10%
						Total Active	209,048	209,837	-0.38%

**June 2023 Use Compared to June 2022
Lincoln City Libraries**

Location	Print Checkouts		Print Loan	Non-Print Checkouts		Non-Print	Total Checkouts		Total Loan
	2023	2022	Change	2023	2022	Loan Change	2023	2022	Change
BMPL	13,305	13,477	-1.28%	2,835	3,022	-6.19%	16,140	16,499	-2.18%
Anderson	13,189	11,420	15.49%	2,654	2,581	2.83%	15,843	14,001	13.16%
Bethany	8,779	9,117	-3.71%	1,244	1,325	-6.11%	10,023	10,442	-4.01%
Eiseley	26,833	25,904	3.59%	3,869	3,693	4.77%	30,702	29,597	3.73%
Gere	65,786	66,937	-1.72%	9,121	8,947	1.94%	74,907	75,884	-1.29%
South	10,066	10,106	-0.40%	1,370	1,587	-13.67%	11,436	11,693	-2.20%
Walt	49,101	48,026	2.24%	6,493	6,191	4.88%	55,594	54,217	2.54%
Williams	472	903	-47.73%	73	88	-17.05%	545	991	-45.01%
Lied Bookmobile	1,486	1,566	-5.11%	126	238	-47.06%	1,612	1,804	-10.64%
InterLibrary Loan	181	276	-34.42%	0	0	0.00%	181	276	-34.42%
Subtotal Checkouts	189,198	187,732	0.78%	27,785	27,672	0.41%	216,983	215,404	0.73%
Download/Stream Audio	0	0	0.00%	39,488	33,054	19.47%	39,488	33,054	19.47%
Download/Stream eBook	0	0	0.00%	30,659	26,475	15.80%	30,659	26,475	15.80%
Stream Video	0	0	0.00%	743	812	-8.50%	743	812	-8.50%
TOTAL CHECKOUTS	189,198	187,732	0.78%	98,675	88,013	12.11%	287,873	275,745	4.40%

Location	Youth Checkouts		Youth Loan	Adult Checkouts		Adult Loan	Visits	Visits	Visits
	2023	2022	Change	2023	2022	Change	2023	2022	Change
BMPL	7,194	7,366	-2.34%	8,946	9,133	-2.05%	12,527	10,543	18.82%
Anderson	9,556	8,182	16.79%	6,287	5,819	8.04%	7,226	5,768	25.28%
Bethany	6,536	6,844	-4.50%	3,487	3,598	-3.09%	4,176	3,981	4.90%
Eiseley	22,102	21,104	4.73%	8,600	8,493	1.26%	10,954	11,479	-4.57%
Gere	47,568	47,533	0.07%	27,339	28,351	-3.57%	25,089	22,945	9.34%
South	7,301	7,224	1.07%	4,135	4,469	-7.47%	4,227	4,412	-4.19%
Walt	41,404	39,725	4.23%	14,190	14,492	-2.08%	16,860	16,359	3.06%
Williams	439	827	-46.92%	106	164	-35.37%	300	706	-57.51%
Lied Bookmobile	1,094	1,164	-6.01%	518	640	-19.06%	404	329	22.80%
InterLibrary Loan	0	0	0.00%	181	276	-34.42%	0	0	0.00%
Subtotal Checkouts	143,194	139,969	2.30%	73,789	75,435	-2.18%	81,763	76,522	6.85%
Download/Stream Audio	5,526	4,632	19.30%	33,962	28,422	19.49%	0	0	0.00%
Download/Stream eBook	5,137	4,321	18.88%	25,522	22,154	15.20%	0	0	0.00%
Stream Video	0	0	0.00%	743	812	-8.50%	0	0	0.00%
TOTAL CHECKOUTS	153,857	148,922	3.31%	134,016	126,823	5.67%	81,763	76,522	6.85%

Location	Program & Outreach Attendance - Youth		P&O Att - Youth	Program & Outreach Attendance - Adult		P&O Att - Adult	Computer Use		Computer
	2023	2022	Change	2023	2022	Change	2023	2022	Change
BMPL	3,721	6,754	-44.91%	334	220	51.82%	2,570	2,394	7.35%
Anderson	1,131	489	131.29%	52	0	0.00%	779	743	4.85%
Bethany	350	254	37.80%	35	20	75.00%	313	229	36.68%
Eiseley	1,433	1,819	-21.22%	324	462	-29.87%	1,292	1,176	9.86%
Gere	3,343	2,485	34.53%	46	91	-49.45%	1,460	1,266	15.32%
South	724	563	28.60%	9	0	0.00%	444	547	-18.83%
Walt	2,221	1,812	22.57%	63	378	-83.33%	1,231	1,218	1.07%
Williams	47	135	-65.19%	0	0	0.00%	0	15	-100.00%
Lied Bookmobile	0	190	-100.00%	41	316	-87.03%	0	0	0.00%
TOTAL	12,970	14,501	-10.56%	904	1,487	-39.21%	8,089	7,588	6.60%

**Lincoln City Libraries
June 2023 Fiscal Year To Date Use Report**

Location	Loans			Visits			Computer Reservations			Program & Outreach Attendance			Total Use		
	FY 22-23 YTD	FY 21-22 YTD	YTD Change	FY 22-23 YTD	FY 21-22 YTD	YTD Change	FY 22-23 YTD	FY 21-22 YTD	YTD Change	FY 22-23 YTD	FY 21-22 YTD	YTD Change	FY 22-23 YTD	FY 21-22 YTD	YTD CHANGE
Bennett Martin Public Library	133,685	141,597	-5.59%	107,499	87,214	23.26%	23,735	21,516	10.31%	10,950	11,912	-8.08%	275,869	262,239	5.20%
Anderson Branch	119,872	110,958	8.03%	52,922	45,000	17.60%	6,984	7,763	-10.03%	6,899	2,560	169.49%	186,677	166,281	12.27%
Bethany Branch	84,613	82,669	2.35%	30,792	27,880	10.44%	2,502	2,326	7.57%	2,881	1,266	127.57%	120,788	114,141	5.82%
Eiseley Branch	243,084	224,321	8.36%	89,026	77,691	14.59%	11,705	10,419	12.34%	15,483	10,397	48.92%	359,298	322,828	11.30%
Gere Branch	634,920	618,693	2.62%	184,791	164,647	12.23%	12,672	12,439	1.87%	15,292	5,509	177.58%	847,675	801,288	5.79%
South Branch	96,206	95,222	1.03%	34,518	32,656	5.70%	4,501	4,822	-6.66%	3,240	2,215	46.28%	138,465	134,915	2.63%
Walt Branch	417,660	406,331	2.79%	123,608	106,454	16.11%	10,257	9,626	6.56%	11,550	5,545	108.30%	563,075	527,956	6.65%
Williams Branch	7,332	7,582	-3.30%	6,176	5,416	14.03%	561	465	20.65%	898	332	170.48%	14,967	13,795	8.50%
Lied Bookmobile	16,530	21,721	-23.90%	4,395	1,722	155.23%	0	0	0.00%	2,660	11,320	-76.50%	23,585	34,763	-32.15%
InterLibrary Loan	1,964	2,514	-21.88%	0	0	0.00%	0	0	0.00%	0	0	0.00%	1,964	2,514	-21.88%
SUBTOTAL	1,755,866	1,711,608	2.59%	633,727	548,680	15.50%	72,917	69,376	5.10%	69,853	51,056	36.82%	2,532,363	2,380,720	6.37%
DownloadStream Audio	363,887	307,484	18.34%	0	0	0.00%	0	0	0.00%	0	0	0.00%	363,887	307,484	18.34%
Download/Stream eBooks	286,398	251,477	13.89%	0	0	0.00%	0	0	0.00%	0	0	0.00%	286,398	251,477	13.89%
Stream Video	8,535	8,025	6.36%	0	0	0.00%	0	0	0.00%	0	0	0.00%	8,535	8,025	6.36%
Download SUBTOTAL	658,820	566,986	16.20%	0	0	0.00%	0	0	0.00%	0	0	0.00%	658,820	566,986	16.20%
TOTAL LOANS	2,414,686	2,278,594	5.97%	633,727	548,680	15.50%	72,917	69,376	5.10%	69,853	51,056	36.82%	3,191,183	2,947,706	8.26%

	FY 22-23 YTD	FY 21-22 YTD	YTD Change
Online Registrations	269	0	0.00%
Overall Registrations	9396	9875	-4.85%

WiFi Sessions	1,150,512	960,365	19.80%
WiFi Users	104,673	93,722	11.68%
Website Users	613,792	615,964	-0.35%
Website Sessions	1,191,944	1,208,216	-1.35%
Database Use	111,415	115,257	-3.33%

LINCOLN CITY LIBRARIES

Monthly Categorical Report

June 30, 2023

	Budget Amount	Budgeted Year-to-Date	Expended Year-to-Date	Balance	Current Month Expended
Administration-Div. 1					
Personnel	\$ 855,401.00	\$ 712,834.17	\$ 699,895.76	\$ 155,505.24	\$ 91,193.67
Supplies	30,500.00	25,416.67	23,509.45	6,990.55	2,585.83
Services & Charges	90,645.00	75,537.50	82,841.01	7,803.99	7,718.95
Other	-	-	-	-	-
Total	\$ 976,546.00	\$ 813,788.33	\$ 806,246.22	\$ 170,299.78	\$ 101,498.45
Percent Expended		83.33%	82.56%		
Buildings & Grounds-Div. 2					
Personnel	\$ 119,531.00	\$ 99,609.17	\$ 96,915.16	\$ 22,615.84	\$ 12,308.40
Supplies	24,000.00	20,000.00	18,513.84	5,486.16	4,024.49
Services & Charges	984,185.00	820,154.17	753,888.66	230,296.34	66,468.81
Other	90,900.00	75,750.00	45,415.82	45,484.18	-
Total	\$ 1,218,616.00	\$ 1,015,513.33	\$ 914,733.48	\$ 303,882.52	\$ 82,801.70
Percent Expended		83.33%	75.06%		
Public Service-Div. 3					
Personnel	\$ 5,622,546.00	\$ 4,685,455.00	\$ 4,401,011.11	\$ 1,221,534.89	\$ 577,258.80
Supplies	61,000.00	50,833.33	47,076.92	13,923.08	8,854.49
Services & Charges	49,750.00	41,458.33	47,481.63	2,268.37	8,514.13
Other	-	-	-	-	-
Total	\$ 5,733,296.00	\$ 4,777,746.67	\$ 4,495,569.66	\$ 1,237,726.34	\$ 594,627.42
Percent Expended		83.33%	78.41%		
Support Services-Div. 4					
Personnel	\$ 1,183,694.00	\$ 986,411.67	\$ 968,656.81	\$ 215,037.19	\$ 116,416.22
Supplies	63,500.00	52,916.67	31,810.39	31,689.61	1,638.83
Services & Charges	440,171.00	366,809.17	401,264.90	38,906.10	38,025.39
Other	900,000.00	750,000.00	846,410.06	53,589.94	80,211.40
Total	\$ 2,587,365.00	\$ 2,156,137.50	\$ 2,248,142.16	\$ 339,222.84	\$ 236,291.84
Percent Expended		83.33%	86.89%		
Total Library Operational					
Personnel	\$ 7,781,172.00	\$ 6,484,310.00	\$ 6,166,478.84	\$ 1,614,693.16	\$ 797,177.09
Supplies	179,000.00	149,166.67	120,910.60	58,089.40	17,103.64
Services & Charges	1,564,751.00	1,303,959.17	1,285,476.20	279,274.80	120,727.28
Other	990,900.00	825,750.00	891,825.88	99,074.12	80,211.40
Total	\$ 10,515,823.00	\$ 8,763,185.83	\$ 8,464,691.52	\$ 2,051,131.48	\$ 1,015,219.41
Percent Expended		83.33%	80.49%		
Other Library Fund Appropriations					
	Amount Appropriated		Expended Year-to-Date	Balance	Current Month Expended
FY 2021-22 Encumbrances	\$ 72,763.70		\$ 40,812.68	\$ 31,951.02	\$ -
FY 2021-22 Reappropriated	\$ 376,359.00		\$ 112,419.82	\$ 263,939.18	\$ -

**LINCOLN CITY LIBRARIES - FUND BALANCES
JUNE 2023**

	Beginning Balance	Receipts	Expended	Ending Balance
<u>GRANT FUNDS</u>				
Net Lender Fund	\$ -	\$ -	\$ -	\$ -
NLC Internship Grant 2023	6,000.00	-	2,630.28	3,369.72
NLC Youth Grant 2023	789.35	-	-	789.35
State Aid 2021	10,638.33	-	-	10,638.33
State Aid 2022	50,778.23	-	27,148.92	23,629.31
State Aid 2023	52,321.00	-	-	52,321.00

DONATED FUNDS

Heritage Room	\$ 144,992.87	\$ 649.40	\$ 4,566.79	\$ 141,075.48
Polley Music Library	253,388.19	1,150.34	11,415.50	243,123.03
Joseph J. Hompes	114,517.70	491.27	42.90	114,966.07
Misc. Library Donations	700,901.48	3,159.76	23,033.46	681,027.78
Alice Nielsen	80,464.62	352.88	-	80,817.50
Dorothy Holland	115,744.06	508.12	-	116,252.18
Glennis Leapley	61,567.14	270.28	-	61,837.42
Lincoln Cares	22,377.71	482.64	-	22,860.35

APPROPRIATED FUNDS

	Budget	Expended		Balance
		June 2023	Exp-to-Date	
Heritage Room FY 2022-23	\$ 37,510.00	\$ 4,566.79	\$ 31,315.29	\$ 6,194.71
Polley Music Library FY 2022-23	115,220.00	11,415.50	91,271.94	23,948.06
Keno FY 2021-22	287,565.60	-	70,163.20	217,402.40
Keno FY 2022-23	981,475.00	101,722.70	641,250.33	340,224.67
Capital Improvement Projects				
FY 2020-21 Williams	913,362.00	-	-	913,362.00
FY 2021-22 Bookmobile	450,000.00	-	-	450,000.00
FY 2022-23 Bennett Martin Elevator 1-4	200,000.00	-	-	200,000.00
FY 2022-23 Gere/Bethany Parking Lot	360,000.00	-	314,817.14	45,182.86
FY 2022-23 Branch Improvements	200,000.00	-	-	200,000.00

LINCOLN CITY LIBRARIES
 FY 2022-23 Projected Expenditures

	Budget Amount	Projected Total Expended	Projected % Expended
Salaries	\$ 5,603,939.00	\$ 5,462,180.85	97.47%
Health	1,093,783.00	959,813.27	87.75%
Dental	43,646.00	38,828.94	88.96%
Life	11,938.00	11,392.56	95.43%
Startran Passport	-	153.00	0.00%
Retirement	515,415.00	470,460.59	91.28%
Social Security	428,701.00	402,304.84	93.84%
Unemployment	1,000.00	-	0.00%
Employee Assistance	3,355.00	3,257.48	97.09%
Worker's Compensation	15,045.00	15,045.00	100.00%
Post Emp. Health Plan	64,350.00	99,715.39	154.96%
Total Personnel	7,781,172.00	7,463,151.92	95.91%
Office Supplies	94,000.00	83,319.84	88.64%
Fuel & Oil	5,000.00	11,069.86	221.40%
Postage	34,000.00	23,412.16	68.86%
Program Supplies	22,000.00	24,594.90	111.80%
Custodial Supplies	24,000.00	24,513.84	102.14%
Total Supplies	179,000.00	166,910.60	93.25%
Misc. Contractual Services	191,807.00	254,216.32	132.54%
Snow Removal	40,000.00	31,275.00	78.19%
Custodial Services	160,000.00	146,420.48	91.51%
Data Processing	119,468.00	119,468.00	100.00%
Software	279,522.00	354,055.78	126.66%
Mileage - Pers. Vehicle	10,900.00	8,565.90	78.59%
Schools & Conferences	100.00	-	0.00%
Photocopying	6,200.00	5,369.41	86.60%
Printing	19,500.00	22,990.68	117.90%
Auto Insurance	1,266.00	1,266.95	100.08%
Employee Bonding	603.00	603.00	100.00%
General Liability	35,339.00	35,339.00	100.00%
Property	46,828.00	46,828.00	100.00%
Long Term Disability	7,637.00	7,637.00	100.00%
Electrical Current	170,000.00	154,799.04	91.06%
Garbage Service	6,500.00	4,599.12	70.76%
Natural Gas	45,000.00	47,065.79	104.59%
Sewer Use Fee	9,000.00	10,927.32	121.41%
Telephone	29,160.00	34,416.33	118.03%
Water	56,000.00	53,789.11	96.05%
Internet	5,000.00	4,904.43	98.09%
Auto/Truck Repair	15,000.00	20,566.73	137.11%
Equip. Maint. Contracts	7,021.00	5,867.76	83.57%
Grounds Maintenance	50,000.00	57,565.69	115.13%
Office Equip. Repair	3,000.00	2,775.00	92.50%
Other Building Maint.	223,000.00	192,721.48	86.42%
Rent of Buildings & Lots	10,000.00	9,526.21	95.26%
Advertising	4,450.00	3,905.00	87.75%
Education & Training	4,500.00	4,412.40	98.05%
Tuition Reimbursement	1,250.00	3,750.00	300.00%
Charge Card Fees	4,000.00	2,513.83	62.85%
Plaques & Awards	2,700.00	2,396.74	88.77%
Total Services & Chgs.	1,564,751.00	1,650,537.50	105.48%
Energy Efficiency Loan	90,900.00	90,865.82	99.96%
Furniture & Equipment	-	-	0.00%
Media	900,000.00	900,000.00	100.00%
Total Other	990,900.00	990,865.82	100.00%
TOTAL	\$ 10,515,823.00	\$ 10,271,465.84	97.68%

Projected Surplus/(Deficit) \$ 244,357.16

Holiday Schedule for FY 2023-2024

Holiday Schedule	
Holiday	Date
Day before Labor Day	**Sunday, September 3, 2023
Labor Day	Monday, September 4, 2023
Inservice	Friday, September 22, 2023
Veterans' Day – Observed*	Friday, November 10, 2023
Veterans' Day	Saturday, November 11, 2023
Thanksgiving Day	Thursday, November 23, 2023
Day after Thanksgiving	Friday, November 24, 2023
Christmas Eve	**Sunday, December 24, 2023
Christmas Day	Monday, December 25, 2023
New Years Eve	**Close Early: 4 p.m. on Sunday, December 31, 2023
New Years Day	Monday, January 1, 2024
Martin Luther King Jr. Day	Monday, January 15, 2024
Presidents' Day	Monday, February 19, 2024
Easter	**Sunday, March 31, 2024
Day before Memorial Day	**Sunday, May 26, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024

*Per city policy, whenever a holiday falls on a Sunday, the following Monday shall be considered a holiday; whenever a holiday falls on Saturday, the preceding Friday shall be considered a holiday. All libraries are closed on the holiday as well as the day observed by city policy. Additional holiday pay is not granted.

**Per authorization by Library Board, these are considered family days for library staff, and all locations are closed. Holiday pay is not granted for these additional family days.

Approved by Management Team: July 11, 2023

Presented to Library Board: July 18, 2023

Published: