

# 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 July meeting, and then to bring the nominee to the City Council in July, for final approval in August.

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. Lux Center for the Arts Executive Director, Joe Shaw was 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 10<sup>th</sup> was jam packed with folks waving LCL fans. July 31<sup>st</sup> 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 29<sup>th</sup> 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 4<sup>th</sup> 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.