

# Library Board Meeting Minutes

TUESDAY, OCTOBER 15, 2024, 6:00 p.m.

WALT BRANCH LIBRARY

LINCOLN, NEBRASKA

## BOARD MEMBERS PRESENT

Lisa Hale, Dan Sloan, Terri Dunlap, Nichole Bogen, Patty Beutler, Joe Shaw, present. A quorum was present. Jackie Ostrowicki arrived later.

## CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS ACT

President Shaw called the meeting to order at 6:00 p.m. and announced the Open Meetings Law was posted and available for review.

## APPROVAL OF AGENDA

Shaw noted that the Agenda/Meeting Notice was posted according to the Open Meetings Act of the State of Nebraska. Shaw asked for a motion to approve the Agenda as posted. Beutler so moved. Sloan seconded. There was no discussion. **ROLL CALL VOTE:** Gerteisen, Hale, Beutler, Dunlap, Shaw, Sloan – AYE. Motion carried 6-0.

## PUBLIC COMMENT ON AGENDA ITEMS

No Public Comment.

## APPROVAL OF SEPTEMBER 17, 2024 MEETING MINUTES

Shaw asked for a motion to approve the minutes as written. Hale so moved. Beutler seconded. There was no discussion. **ROLL CALL VOTE:** Hale, Beutler, Dunlap, Shaw, Sloan, Gerteisen – AYE. Motion carried 6-0.

## STANDING COMMITTEE REPORTS

### Committee on Administration

No report

### Committee on Buildings and Grounds

No report

### Committee on Finance

#### Approval of Monthly Recap of Expenditures for July, 2024

Treasurer Hale shared that the total Operational expenditures were \$1,014,519.91. Expenditures from other funds totaled \$32,931.57 for Total Expenditures of \$1,047,451.48. Hale moved approval of the report. Dunlap seconded.

**ROLL CALL VOTE:** Beutler, Dunlap, Shaw, Sloan, Gerteisen, Hale – AYE. Motion carried 6-0.

## SPECIAL COMMITTEE REPORTS

### Foundation Executive Director Report

Gail McNair provided invitations to the upcoming Spelling Bee, reminding all that spellers and cheerleaders are still needed. President Shaw volunteered to be a speller and McNair promised to sponsor him. She reported that

the 2024 membership drive ended in October, and brought in \$58,346.70, nearly \$6,000 more than last year but with four fewer donors. Regarding Book Nooks, September was a record-breaking month, bringing in \$2,800 from the six libraries, including nearly \$1,200 from Gere alone. Brief discussion followed. Ostrowicki arrived at this time.

## NEW BUSINESS

### Mail Management Agreement

Director Wieber explained this is an agreement with Mail Management Services who provide the library's daily delivery of mail, books and office materials between libraries every day except Sundays. He reported that we've been with this company for over six years and have received good service. The one difference this year is an increase in cost requested by the company in order to pay the delivery driver a competitive wage. He explained that while the ask is more than what we'd normally be happy with, it's understandable in the current hiring environment. He also noted that if cost continued to rise, the contract could be re-bid. The new annual amount is not to exceed \$88,000 for the next year. Beutler moved approval. Ostrowicki seconded.

Discussion: Sloan noted that when the Security contract asked for an increase for guard wages, they included a mechanism to show that cost was passed through to their staff. He asked if there was any such plan to verify these increases with Mail Management. Discussion followed, and it was determined that while Purchasing made no change in the contract language for this year, asking for verification now and a change in language for next year would be appropriate. **ROLL CALL VOTE:** Ostrowicki, Dunlap, Shaw, Sloan, Gerteisen, Hale, Beutler – AYE. Motion carried 7-0.

### Walt Branch Report

Director Wieber shared that at the Nebraska Library Association conference in Kearney the second week in October he attended the excellent presentation put on by Walt staff, Librarian Vicki Clarke and Library Service Associate Liz Claymon about their program, Circle of Friends. He invited them to give a condensed version of their presentation to the Board. He commended the pair on the program that not only engages community members, but provides them an opportunity to make connections interact with one another.

Clarke and Claymon shared that Circle of Friends developed after staff observed that this was a community of adults with disabilities who visited the library, often with their staff, but who weren't making full use of the library and all its offerings. Given the library's stated mission to increase accessibility to library services, staff was inspired to look around at library offerings and adapt them to meet the needs of this community. They identified a lack of opportunities for interaction between adults who are being served by different organizations and who rarely, if ever have the opportunity to gather together. They also identified the fact that staff turnover is high, due to which maintaining relationships between staff and the adults they serve can suffer.

This program provides folks (accompanied by their support person) with activities like music, art, games and puzzles they can participate in, alone or together, adapted to their abilities, their likes and their age. The program information was shared directly with caregivers and tailored to work with their schedules. The programs are offered at times when staff know the service providers are available to provide transportation and supervision. The program is marketed directly within the building, online, and Claymon went on Channel 10/11's First at Four program to promote the program. The number of participants continues to increase.

Walt's program schedule has increased from bimonthly to weekly to accommodate increasing numbers of participants, and Gere Library is now offering a similar program on a different day to accommodate more folks' schedules. Benefits have included peers reconnecting with others they went to school with or participated in other

programs with. Their staff are making connections and communicating between agencies, and connections with library staff have improved as well. Discussion followed.

Director Wieber congratulated Wyatt Packard on his new position as Manager of Walt branch. Packard gave a brief report on Walt staff, circulation and programming. He highlighted Walt's Baby Storytimes, Makerspace, Teen Dice Guild, and encouraged all to view and vote for Walt's annual pumpkin decorating competition.

## PRESIDENT'S REPORT

The creativity and themes displayed in Walt's annual pumpkin decorating is remarkable – please go check out the pumpkins.

## ASSISTANT LIBRARY DIRECTOR'S REPORT

Assistant Director Glaesemann shared a hiring report – the system is much closer to being fully staffed. There are three currently vacant positions, and multiple positions working through the hiring process. She gave an overview of staff who presented at the NLA conference in addition to Claymon and Clarke. Heath Gewecke gave a presentation on increasing diversity in hiring and received good feedback. Packard and retired Youth Services Director Vicki Wood gave a presentation on Intellectual Freedom.

Glaesemann reported on the Southern Heights Food Forest program – a publicly available space for residents to have plots to grow food plants available for forage, and announced an upcoming collaboration with them at Eiseley Branch library. Related education and programming will be held at the library.

## LIBRARY DIRECTOR'S REPORT

Director Wieber reported on the previous night's One Book One Lincoln finale featuring Amanda Peters, the winning author. One hundred seventy-five people attended the program at Lincoln High School. Librarian Jen Jackson interviewed the author on stage and the back and forth was relaxed, interesting and enjoyable. Brief discussion followed.

Wieber shared useful information about the committees on which Board members have been assigned to serve, and advised that quarterly meeting dates will be sent out shortly. Brief discussion followed. He shared plans for upcoming arts collaborations at the library with Lincoln Arts Council.

## PUBLIC COMMENT

There was no public comment.

There being no further business, the meeting was adjourned at 7:06 p.m.