

**LIBRARY BOARD MEETING MINUTES
TUESDAY, MARCH 20, 2018; 6:00 PM
WALT BRANCH LIBRARY
6701 S 14TH STREET, LINCOLN, NEB.**

LIBRARY BOARD MEMBERS PRESENT: Herb Friedman, Martha Florence, Carol Speicher, Lowell Berg, Lisa Hale, Donna Marvin, Rhonda Seacrest; County Liaison Walt Broer. Absent: None.

LIBRARY STAFF AND OTHERS PRESENT: Pat Leach, Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Rod Cummings, Virtual Services Coordinator; Jodene Glaesemann, Walt Branch Manager and Volunteer Coordinator; Brenda Ealey, Gere Branch Manager; Julie Beno, Public Service Coordinator; Jeff Kirkpatrick, City Attorney; Gail McNair, Foundation for Lincoln City Libraries Executive Director;

CALL TO ORDER AND ANNOUNCEMENT OF OPEN MEETINGS LAW: Friedman called the meeting to order at 6:00 PM announcing the posting of the Open Meetings Law of the State of Nebraska.

APPROVAL OF THE AGENDA: The agenda was posted according to the Open Meetings Law of the State of Nebraska. Moved by Berg, second by Seacrest, to approve the agenda as posted. Roll Call Vote: Berg, Friedman, Hale, Marvin, Seacrest, Speicher - aye; Florence - absent. Motion carried 6-0.

PUBLIC COMMENT ON AGENDA ITEMS: None

APPROVAL OF FEBRUARY 20, 2018, MEETING MINUTES: Moved by Seacrest, second by Berg, to approve the minutes of the February 20, 2018 Library Board meeting as distributed. Roll Call Vote: Friedman, Hale, Marvin, Seacrest, Speicher, Berg - aye; Florence - absent. Motion carried 6-0.

STANDING COMMITTEE REPORTS:

Committee on Administration - No report

Committee on Buildings and Grounds -

Renewal of Annual Landscaping Maintenance Services - Berg moved to approve the renewal of the revised contract with Creative Landscaping, Inc. in an amount up to \$30,000. This is the second of three renewals. The contract has been revised to include landscaping maintenance in addition to mowing. Second by Marvin. Roll Call Vote: Friedman, Hale, Marvin, Seacrest, Speicher, Berg - aye; Florence - absent. Motion carried 6-0.

Approval of Extension of HVAC On Call Maintenance Agreement - Berg reported that the contract needs to be rebid. An extension will allow staff to update and improve the bid specifications from four years ago. Berg moved to extend the current HVAC contract with M.C. Larkins through June 30, 2018, in order to allow time to update the bid specifications prior to rebidding the service. Second by Hale. Roll Call Vote: Friedman, Hale, Marvin, Seacrest, Speicher, Berg - aye; Florence - absent. Motion carried 6-0.

Approval of Additional Capital Improvement Program Project - Berg explained that it is necessary to add the Energy Efficiency Projects, totaling \$1.6 million, to the Capital Improvement Program to alert the City of our desire to complete the projects recommended by

Schneider Electric during the energy audit. It is a large amount, and includes multiple projects throughout the system. Funding is unknown at this time but could come through an ESCO arrangement with Schneider Electric. In an ESCO arrangement, Schneider Electric would fund the project costs, and then would be paid back with the savings we realize. Berg noted that Lincoln City Libraries has had confirmation that any rebates would go to the library, not the contractor. We do not know the impact of an expansion of Anderson Branch Library. (Florence arrived at this time.)

Berg moved to authorize adding the Energy Efficiency Projects to the Library's Capital Improvement Program in fiscal year 2018-2019 at a cost of \$1,627,000 with funding identified as unknown. Second by Marvin. Roll Call Vote: Marvin, Seacrest, Speicher, Berg, Friedman, Hale - aye; Florence - abstain. Motion carried 6-0.

Approval of Renewal of Security Guard Contract - Berg moved renewal of the Security Guard contract with Sunstates Security for security guard service in an amount up to \$78,900. Second by Marvin. Roll Call Vote: Seacrest, Speicher, Berg, Florence, Friedman, Hale, Marvin - aye. Motion carried 7-0.

Committee on Finance -

Approval of Monthly Recap of Expenditures - Speicher reported on the Recap of Expenditures for February 2018 listing claims in the amount of \$829,477.83 from all funds. Speicher moved approval of the report and payment of all claims. Roll Call Vote: Berg, Florence, Friedman, Hale, Marvin, Seacrest, Speicher - aye. Motion carried 7-0.

SPECIAL COMMITTEE REPORTS:

Central Library Building - No report.

Foundation Executive Director - McNair reported that volunteers are actively involved in sorting donated books, and Book Nooks continue to be successful. McNair announced that the annual Coffee on the Dock of The Mill will be held Monday, May 28, 2018, and the One Book - One Lincoln finalists will be announced at the event.

One Book - One Lincoln - Marvin reported the Selection Committee has been meeting and will have the top three titles selected soon. Library staff will then begin ordering copies, planning programs, and preparing for the May 28 announcement.

NEW BUSINESS:

Adoption of Volunteer Proclamation and Resolutions -

In honor of the 756 volunteers who contributed to the program and services offered by the libraries to the community, totaling more than 16,000 hours, Marvin moved to proclaim April 15-21, 2018, Volunteer Appreciation Week at Lincoln City Libraries with special recognition to Ellie Graves, Gary Salmon, Vera Salmon, Marcy CeCilia McNeely, Jo Donohoe, and Abby Christiansen for fifteen years of service; and to Pam Boesiger, Mildred Hoobler, Ruth LeGrande, Denis Schneckloth, Karin Perry, and Angela Winkler for ten years of service. Second by Hale. Roll Call Vote: Florence, Friedman, Hale, Marvin, Seacrest, Speicher, Berg - aye. Motion carried 7-0.

PRESIDENT'S REPORT: None

DIRECTOR'S REPORT: Leach reported that she has communicated with people who had expressed interest in the Central Library project that the time line has changed.

Leach reported that she is on a couple of committees working with the update of the Downtown Master Plan and was happy to report that there is interest in how a new downtown library fits into the master plan. Information about public meetings will be shared as information is available.

It was announced that due to the change in the budget schedule, two board meetings will be held in April. The April 17th business meeting will be held as usual at 8 a.m., and budget information will be shared. Action on the library's budget will be taken the following week on April 24th, at 6 p.m. at Eiseley Branch Library.

Leach reported that she has been contacted by individuals who are concerned about a church directing people to park on the Bethany Branch parking lot and shuttled to the church for services. The Bethany Branch parking lot is unused and unmonitored when library not open, and nothing prohibits its use. This information has been relayed to the concerned individuals.

PUBLIC COMMENT: None

CLOSED SESSION: Cancelled.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:18 PM.