

**LIBRARY BOARD MEETING MINUTES
TUESDAY, AUGUST 15, 2017; 8:00 AM
BENNETT MARTIN PUBLIC LIBRARY
136 S. 14TH STREET, LINCOLN, NEBRASKA**

PRESENT: Lowell Berg, Martha Florence, Herb Friedman, Lisa Hale, Donna Marvin, Herb Schimek, Carol Speicher, and County Liaison Marcy Baker. Absent: None

OTHERS PRESENT: Pat Leach, Library Director; Julee Hammer, Assistant Library Director; Paul Jones, Accountant; Barbara Hansen, Administrative Aide; Julie Beno, Bennett Martin Public Library Public Services Coordinator; Tammy Teasley, Support Services Coordinator; Peter Jorgensen, Virtual Services Manager; Denise Pearce, Mayor's Office; Jeff Kirkpatrick, City Attorney.

CALL TO ORDER: Meeting called to order at 8 a.m. by President Friedman. It was announced the Open Meetings Law of the State of Nebraska was posted and available for inspection.

APPROVAL OF AGENDA: Friedman requested that the agenda be adjusted to allow for Public Comment on items not on the agenda be moved to item 2. Berg moved to approve the agenda as amended. Second by Florence. Roll Call Vote; Berg, Florence, Friedman, Hale, Marvin, Schimek, Speicher - aye. Motion carried 7-0.

PUBLIC COMMENT: Earl Burns asked about progress of installing surveillance cameras at the library. Leach reported that security cameras are being installed at the entrances of all libraries beginning this week. Installation at all locations should be done by mid-September.

APPROVAL OF MINUTES: It was moved by Schimek, Second by Berg, to approve the minutes of the July 18, 2017, meeting as distributed. Roll Call Vote: Florence, Friedman, Hale, Marvin, Schimek, Speicher, Berg - aye. Motion carried 7-0.

STANDING COMMITTEE REPORT:

Committee on Administration - No report.

Committee on Buildings & Grounds - Berg moved to authorize awarding a contract to White Castle Roofing, at the cost of \$46,039, for the replacement of the roof at Bethany Branch Library. Second by Marvin. The project did not go out to bid because it was made available to City unit price contractors. This project is a part of the City's Capital Improvement Program. Berg noted that the fascia is deteriorating and may also need to be replaced. Roll Call Vote: Friedman, Hale, Marvin, Schimek, Speicher, Berg, Florence - aye. Motion carried 7-0.

Berg reported that he toured branch libraries as part of the library's process to update its Facilities Plan in preparation for the bond issue.

Committee on Finance - Speicher reported on the Recap of Expenditures for July 2017 listing claims in the amount of \$802,763.76 from all funds. Speicher moved to approve the report and payment of all claims. Second by Berg. Roll Call Vote: Hale, Marvin, Schimek, Speicher, Berg, Florence, Friedman - aye. Motion carried 7-0.

SPECIAL COMMITTEE REPORTS:

Central Library Building Committee - Friedman reported that Schimek will remain on the committee as a community representative at the conclusion of his term on the Library Board.

NEW BUSINESS:

Approval of Keno Funds Allocation FY 2017-2018 - The library's portion of Keno funds for fiscal year 2017-2018 is \$669,900. Leach proposed 20% of the funds (\$133,980) be spent on technology, and 80% ((\$535,920) be spent on media. Media includes print, non-print, and electronic downloadable items. Technology includes computers, software updates, and equipment replacement. Marvin moved to approve the spending plan as presented. Second by Schimek. Roll Call Vote: Marvin, Schimek, Speicher, Berg, Florence, Friedman, Hale - aye. Motion carried 7-0.

Approval of Unallocated Keno for Project Control - Leach requested authorization to request approval from Mayor Beutler the use of up to \$15,000 in unallocated Keno funds to pay for the services of Project Control for the Central Library project. The Board approved engaging with Project Control at its July meeting. Schimek moved to approve request for use of unallocated Keno funds, second by Berg. Roll Call Vote: Marvin, Schimek, Speicher, Berg, Florence, Friedman, Hale - aye. Motion carried 7-0.

Authorization to Apply for "Ready to Code" Grant - Leach requested approval to apply to the American Library Association for a Ready to Code grant in an amount up to \$25,000. The grant is co-sponsored by Google and allows young people pre-K through 12th grade the opportunity to access free programming that teaches computational thinking and computer science. There is no matching funds requirement. This fits in well with the library's strategic goal of serving low-income families and preparing young children for academic success. Approval to apply for grant moved by Schimek, second by Marvin. Roll Call Vote: Berg, Florence, Friedman, Hale, Marvin, Schimek, Speicher - aye. Motion carried 7-0.

PRESIDENT'S REPORT:

Adoption of Resolution for Retired Board Member: At the conclusion of his term, the following resolution was adopted by acclamation.

Whereas, Herbert H. Schimek has served as a member of the Board of Trustees of Lincoln City Libraries for a period of seven years, from September 2010 through August 2017, and held the offices of President, Vice-President, and Treasurer; and

Whereas, Herb shared his knowledge of the community and his political acumen on state and local issues giving historical context for the Library Board's decision making; and

Whereas, Herb passionately defended library users' rights under the First Amendment; and

Whereas, Herb contributed significantly to the future of Lincoln City Libraries through his advocacy and support of a new library in the traditional downtown and his service on the Downtown Library Development Committee, the Main Library Education and Outreach Committee, the Central Library Initiative Committee and, most recently, the Central Library Building Committee; and

Whereas, Herb increased awareness of library services through interaction with the Foundation for Lincoln City Libraries as a representative on the Foundation Board; and

Whereas, Herb as the backbone of the Board, calmly and confidently gave measured consideration to issues, voiced opinions and ideas, not for the sound of his voice, but for the betterment of Lincoln City Libraries. Now, therefore,

BE IT RESOLVED that the Lincoln City Library Board of Trustees expresses its sincere appreciation and gratitude to Herbert H. Schimek and adopts this resolution in tribute to and appreciation of his contributions to and support of the Lincoln City Libraries.

Schimek noted how much he enjoyed working on the board and will be watching the board's activities.

DIRECTOR'S REPORT: Leach noted that when reviewing results from the Foundation's recent survey, it was evident that we are building on a record of good management. When Bennett Martin Public Library was built, Lincoln was half its size, agriculture was driving the economy, and the Internet was science fiction. As we continue planning for a Central Library, strong messages need to be developed relating what happens in a library, what makes it distinctive.

Leach reported she and Lisa Olivigni, Eiseley/Williams/Bookmobile Branch Manager, visited the county towns of Malcolm, Denton, and Sprague to discuss bookmobile service. The village boards suggested possible changes in times or locations of stops to help increase usage.

The recent grant application to NASA allowed for good programming and provided 2,000 pairs of eclipse viewing glasses. An additional 2,000 were purchased due to high demand.

Leach also reported that work continues on the design RFP for the Central Library in collaboration with the City Purchasing Agent. The final draft document of the Central Library Building Program has been received.

CLOSED SESSION:

Florence moved the Board go into closed session at 8:37 a.m. for the purpose of discussing Central Library real estate. Second by Berg. Roll Call Vote: Friedman, Hale, Marvin, Schimek, Speicher, Berg, Florence - aye. Motion carried 7-0.

Friedman announced that meeting was going into closed session for the purpose of discussing real estate and asked that all those not on the Board leave the room.

At 9:12 a.m. it was moved by Florence, second by Berg, to return to open session. Roll Call Vote: Hale, Marvin, Schimek, Speicher, Berg, Florence, Friedman - aye. Motion carried 7-0.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:15 a.m.