

**LIBRARY BOARD MEETING MINUTES
TUESDAY, DECEMBER 18, 2018; 8:00 AM
BENNETT MARTIN PUBLIC LIBRARY
136 S 14TH STREET, LINCOLN, NEBRASKA**

PRESENT

Lowell Berg, Lisa Hale, Donna Marvin, Rhonda Seacrest, Dan Sloan, Carol Speicher. Absent: Martha Florence, County Liaison Walt Broer. A quorum was present.

OTHERS PRESENT

Pat Leach, Library Director; Julee Hammer, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Katie Murtha, Librarian; Julie Beno, Public Service Coordinator; Peter Jorgensen, Virtual Services Manager; Brenda Ealey, Gere Branch Manager; Gail McNair, Foundation for Lincoln City Libraries Executive Director; Jeff Kirkpatrick, City Attorney; David Cary and Paul Barnes, Planning Department.

CALL TO ORDER

Marvin called the meeting to order at 8 a.m. announcing the posting of the Open Meetings Law.

TRUSTEE DEVELOPMENT

David Cary and Paul Barnes of the Planning Department presented information on the Downtown Master Plan adopted by the City Council on December 17. Information was shared about the process for developing and sharing the plan. It was noted that a new Central Library in downtown Lincoln is one the catalyst projects.

APPROVAL OF AGENDA

Berg moved to approve the agenda as posted. Second by Hale. Roll Call Vote: Berg, Hale, Marvin, Seacrest, Sloan, Speicher – aye; Florence – absent. Motion carried 6-0.

PUBLIC COMMENT ON AGENDA ITEMS

None

APPROVAL OF NOVEMBER 20, 2018, MINUTES

Berg moved to approve the minutes as distributed. Second by Hale. Roll Call Vote: Hale, Marvin, Seacrest, Sloan, Speicher, Berg – aye; Florence – absent. Motion carried 6-0.

STANDING COMMITTEE REPORTS

Committee on Administration - No report

Committee on Buildings and Grounds - Berg reported that work continues on the update of the Facilities Plan.

Committee on Finance - Hale reported on the Recap of Expenditures listing claims in the amount of \$784,878.94 from all funds. Hale moved to approve the report and payment of all claims. Second by Speicher. Roll Call Vote: Hale, Marvin, Seacrest, Sloan, Speicher, Berg – aye; Florence – absent. Motion carried 6-0.

SPECIAL COMMITTEE REPORTS

Central Library - Marvin reported that WRK was present at a recent committee meeting sharing information about Pershing development ideas. Leach added that WRK invited the library to be at the table as they plan public-private partnerships at the Pershing site.

Foundation for Lincoln City Libraries - McNair distributed the 2018 Book Sale report with gross sales of \$115,038.79. The library distribution will be \$60,190. McNair reported that the membership drive is down from last year. She is currently working on the budget trying to reduce costs. Several grants have been received to support library activities including an autism program, Begin with Books, and meeting room tables.

One Book - One Lincoln Final Report - Librarian Katie Murtha provided copies of the 2018 One Book – One Lincoln final report and gave a brief review of the successful project. Participation in the 2018 program increased by 67% over the 2017 program. The increase in participation is due in most to the book selections. The circulation numbers for the top three titles increased 92%. Marvin commented that the marketing was good, reaching out and getting more people involved. Dan Sloan and The Mill were thanked by McNair for again hosting Coffee on The Dock to announce the finalists.

NEW BUSINESS

Approval of Renewal of Foundation Agreement – Speicher moved to approve the renewal of the agreement between Lincoln City Libraries and the Foundation for Lincoln City Libraries. Second by Berg. This agreement sets out the mutual responsibilities and understandings of the two organizations. No changes have been proposed. Roll Call Vote: Marvin, Seacrest, Sloan, Speicher, Berg, Hale – aye; Florence – absent. Motion carried 6-0.

Approval of Book Sale Agreement - Berg moved to approve the renewal of the Book Sale Agreement with the Foundation for Lincoln City Libraries. Second by Hale. No changes to the agreement have been proposed. Roll Call Vote: Seacrest, Sloan, Speicher, Berg, Hale, Marvin – aye; Florence – absent. Motion carried 6-0.

PRESIDENTS REPORT

None

DIRECTOR'S REPORT

Leach reported that of the 2,680,154 items physically checked out last year, 7390 were not returned. This results in a loss rate of 0.28% which is the lowest rate in the past ten years. That is a reasonable rate for a public library. The increase in the use of downloadable items, which return automatically at the end of the loan period, has helped reduce the loss rate.

Leach announced that last month the library purged 512 records along with \$22,000 in uncollectable charges.

It was also reported that as Jeff Kirkpatrick transitions out of the City Attorney's office on leave prior to the Mayoral election, Jocelyn Golden will be the library's new contact in the office. Tim Sieh will be the contact regarding the Central Library project. Sieh has a lot of experience working with Urban Development on various projects.

The ESCO projects were approved by City Council. These projects include LED lights and HVAC replacement in various library locations. We will work with Schneider to get a schedule underway. Some of the projects may require closing libraries for period of time.

Leach reported that on a national level it has been reported that in Sacramento, CA a librarian was killed in the parking lot by someone who was banned from the library. Rivkah Sass, formerly the director of Omaha Public Library, is the director in Sacramento.

It was announced that Lincoln City Libraries would again be participating in the Beanstack Winter Reading Challenge in January. Mark Cuban is again sponsoring the program and will award \$35,000 to top libraries if the national goal of 5 million minutes is reached. Last year Lincoln was in the top five nationally and the goal is to do that again.

Library Director public presentations included the Nebraska Book Awards, Eastmont Towers book group, and Director's Conversation with staff.

Berg asked about library use. It continues to drop. How is this being addressed? What is happening in peer groups and what can be done about it? Leach reported that libraries across the country are reporting changes in use. We are putting more emphasis on programming, and going out into the community. We need to give thought to the fact that we have not been refreshing our buildings and that has a huge impact.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:00 AM.