

**LIBRARY BOARD MEETING MINUTES
TUESDAY, JANUARY 15, 2019; 8 AM
BOARD ROOM, BENNETT MARTIN PUBLIC LIBRARY**

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

OTHERS PRESENT: Pat Leach, Library Director; Julee Hammer, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Julie Beno, Bennett Martin Public Library Public Service Coordinator; Brenda Ealey, Gere Branch Manager; Rod Wagner, Nebraska Library Commission; Gail McNair, Foundation for Lincoln City Libraries Executive Director; Jocelyn Golden, City Attorney's Office.

CALL TO ORDER: President Marvin called the meeting to order at 8 a.m. announcing that the Open Meetings Law of the State of Nebraska was posted and available for viewing.

APPROVAL OF THE AGENDA: The agenda/meeting notice was posted according to the Open Meetings Law of the State of Nebraska. Berg moved to approve the agenda as posted, second by Hale. Roll Call Vote: Berg, Hale, Marvin, Seacrest – aye; Florence, Sloan, Speicher – absent. Motion carried 4-0.

TRUSTEE DEVELOPMENT - Rod Wagner, Director of the Nebraska Library Commission (NLC) was introduced. He presented information about the Commission and its state-wide services. Wagner noted that the legislature is in session and NLC is scheduled before the appropriations committee on March 19th. Of interest to Lincoln City Libraries in the upcoming state budget requests are appropriations for State Aid, purchase of digital and audio books, and a statewide license for the EDGE assessment tool. State Aid is based on population and level of certification. Lincoln City Libraries is one of a few Nebraska libraries that has achieved the gold certification level. Last year Lincoln received \$54,000 in state aid funding. Nebraska eReads is an appropriation to supplement the library's purchase of downloadable eBooks and audiobooks. In 2018 Lincoln received just under \$41,000. EDGE is a management tool that helps libraries align their technology resources. Lincoln currently has a license and is using EDGE.

Lincoln has been a great supporter of NLC's internship program. The internship program provides grant funding for high school and college age students to work in a library and get experience in the field. Wagner was pleased that NLC will be funding interns again this year. Lincoln requested six interns and has been awarded a grant to cover the cost of six interns.

The Nebraska Center for the Book (NCB) is supported and housed at NLC. Several of its activities include an annual book awards program honoring books that have a Nebraska connection. Letters About Literature is a national program that provides an opportunity for school age children to write letters to authors about a book that inspired them. It is a contest where those letters are considered and recognition is given to the best of those. NCB also sponsors the annual One Book, One Nebraska activity. This year Nebraska is cosponsoring the program with Iowa, featuring the book *This Blessed Earth* by Ted Genoway. The book has a focus that revolves around a Nebraska farm family, going back generations to contrast farm life of decades ago and what it is like to live and work on a farm this day and age.

NLC provides Talking Book and Braille Service serving visually impaired Nebraskans. With the capability to easily download digital files, NLC can do that centrally and over time will have

many fewer physical recordings housed at NLC because of being able to download a book to a cartridge that is played on a specially designed player.

The state publication clearinghouse collects State of Nebraska publications and makes them available to citizens. Licensed databases for Nebraska schools and libraries are made available to people across the state.

PUBLIC COMMENT ON AGENDA ITEMS: None.

APPROVAL OF DECEMBER 18, 2018, MEETING MINTUES: Berg moved to approve the minutes of the December 18, 2018, meeting as distributed. Second by Seacrest. Roll Call Vote: Hale, Marvin, Seacrest, Berg – aye; Florence, Sloan, Speicher – absent. Motion carried 4-0.

STANDING COMMITTEE REPORTS:

Committee on Administration - No report.

Committee on Buildings and Grounds - Berg reported on the updated Branch Facilities Plan. Costs have been updated and additions to Bethany and Anderson branch libraries are included. The higher cost reflects additional projects and escalation of prices. The estimated cost of the plan is \$8,109,530. As we consider a central library bond issue, we would bundle the branch projects for an overall system-wide redevelopment.

Berg moved approval and adoption of the Branch Facilities Plan. Second by Hale. Roll Call Vote: Hale, Marvin, Seacrest, Berg – aye; Sloan, Speicher, Florence – absent. Motion carried 4-0.

Committee on Finance: Hale reported on the recap of expenditures for December 2018 listing claims in the amount of \$759,771.15 from all funds. Hale moved approval of the report and payment of all claims. Roll Call Vote: Marvin, Seacrest, Berg, Hale – aye; Sloan, Speicher, Florence – absent. Motion carried 4-0.

SPECIAL COMMITTEE REPORTS:

Central Library - Marvin reported that the committee met in late December and continues to consider timelines going forward, discussed benefits of a bond initiative drive or bond issue election. Steps need to be taken to move our project forward. At this time a fall 2019 bond issue vote is being considered.

Foundation for Lincoln City Libraries: McNair reported the Foundation is putting forward the names of Herb Friedman and Troy Terwilliger as new board members. As required by the Bylaws, the Library Board approves the nominees to the Foundation Board. Bios were included in the meeting packet. There are 35 members on the Foundation Board which includes two liaisons from the library board, and one from the NLHA board. Berg moved to approve the nominees to the Foundation Board. Second by Seacrest. Roll Call Vote: Seacrest, Berg, Hale, Marvin – aye; Sloan, Speicher, Florence – absent. Motion carried 4-0.

One Book - One Lincoln – Marvin reported that nominations for the 2019 community reading program are being accepted through January 31st. The Selection Committee begins its work on February 7th. The finalists will be announced at The Mill on May 27th.

NEW BUSINESS:

Strategic Plan - The Strategic plan for 2019 is a big picture view of what the library is focusing on in the coming year. Input into the plan included a meeting of 25 community stakeholders, a survey of library staff, research into the community using census information and the Vital Signs report, and conversations with community stakeholders.

Community stakeholders very much used the phrase “library experience.” As the report states, the library experience describes the tone of all aspects of the library, described best as engaged, memorable, and responsive to customers. The library has not received an infusion of funds to carry out a grand project so staff is doing quite a few internal things. Action plans have been developed and are listed in a separate document. Literacy, learning, and literature are our keys as we engage with the community.

Hale moved to approve the strategic plan as presented. Second by Seacrest. Roll Call Vote: Berg, Hale, Marvin, Seacrest – aye; Florence, Speicher, Sloan – absent. Motion carried 4-0.

PRESIDENTS REPORT: Marvin reported on a Region V and Community Health Endowment suicide prevention training she attended. Community spaces in a new central library will be very important and will be a great asset to community organizations and their community projects.

LIBRARY DIRECTOR’S REPORT: Leach introduced Jocelyn Golden from the City Attorney’s Office. She is assigned to assist the library during Jeff Kirkpatrick’s absence.

Leach announced that Lincoln is in the midst of the Winter Reading Challenge. Last year we easily met our goal of 1 million minutes. This year the goal is to read 2.5 million minutes during the month of January.

The Dad Up and Read promotion was held last month with special events well attended. We will continue to evaluate the reach of the program and the impact it had on dads and reading.

It was reported that in the month of December, 392 records were purged along with \$14,000 in uncollectable charges.

January 1st was the start of the elimination of overdue fines on youth materials. Due to a complication in the process, we are allowing all materials returned late in January to be checked in free of overdue fines. As of February 1st we will resume overdue fees on materials for adults. Charges related to overdue fines on youth materials were also removed from records along with any fees marked MISC. These fees were carryovers that were retained from previous automated systems with no explanation other than miscellaneous. Those uncollectable charges totaled \$470,000.

Durham NC is building a 90,000 square foot library at a cost of \$44.3 million. Durham is very similar to Lincoln. The library is being financed through a bond issue which was part of a larger city improvement bond issue.

Administrative staff is working to evaluate the library's FY 2017-2018 statistics as part of the city's LNKstat program. LNKstat is a process for bringing City's key managers together under the direction of the Mayor to evaluate progress towards goals and make adjustments.

Regarding new positions, the Library Public Information Specialist position is currently posted via the Human Resources web page. Applications are being taken through January 18th. Staff is currently interviewing the building superintendent candidates.

ADJOURNMENT: There being no further business, the meeting was adjourned at 9:05 a.m.