

**LIBRARY BOARD MEETING MINUTES
TUESDAY, MARCH 19, 2019; 8:00 AM
136 S. 14TH STREET, LINCOLN, NE**

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

OTHERS PRESENT: Pat Leach, Library Director; Julee Hatton, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Julie Beno, Bennett Martin Library Public Service Manager; Peter Jorgensen, Virtual Services Manager; Brenda Ealey, Gere and South Branch Manager; Dan Miller, Building Superintendent; Gail McNair, Foundation for Lincoln City Libraries Executive Director; Jocelyn Golden, City Attorney's Office.

CALL TO ORDER AND ANNOUNCEMENT OF OPEN MEETINGS LAW: Marvin called the meeting to order at 8:00 a.m. announcing that the Open Meetings Law was posted and available for inspection.

APPROVAL OF AGENDA: Berg moved to approve the agenda as posted. Second by Hale. Roll Call Vote: Berg, Hale, Marvin, Seacrest, Sloan – aye; Florence, Speicher – absent. Motion carried 5-0.

PUBLIC COMMENT ON AGENDA ITEMS: None

APPROVAL OF MINUTES: Berg moved to approve the minutes of the February 19, 2019, meeting as distributed. Second by Hale. Roll Call Vote: Hale, Marvin, Seacrest, Sloan, Berg – aye; Florence, Speicher – absent. Motion carried 5-0.

STANDING COMMITTEE REPORTS:

Committee on Administration – No report.

Committee on Buildings & Grounds

Approval of Annual Renewal for Landscaping Maintenance - Berg moved to renew the contract with Creative Landscaping, Inc., in an amount up to \$44,642, for landscape maintenance service. Second by Hale. Roll Call Vote: Hale, Marvin, Seacrest, Sloan, Berg – aye; Florence, Speicher – absent. Motion carried 5-0. Leach reported that staff has been happy with the service and this is the third of three renewals. Next year the contract will be rebid.

Committee on Finance

Approval of Recap of Expenditures Report – Hale reported on the Recap of Expenditures for February 2019 listing claims in the amount of \$1,030,821.36 from all funds. Hale moved to approve the report and payment of all claims. Roll Call Vote: Marvin, Seacrest, Sloan, Berg, Hale – aye; Florence, Speicher – absent. Motion carried 5-0.

SPECIAL COMMITTEE REPORTS

Central Library – Marvin reported the committee met last week and will continue to pursue partnerships and future work that may bring about a bond issue within the next year or two. Leach added that she had some follow-up questions to the recent Omaha World Herald article about the Bellevue Public Library and spoke to the Bellevue Library Director. A report presented to the City Council did not result in action for a new building but did result in a task force to look

at expanding and renovating the current facility. We had questions about the cost quoted in the article and as we understand it, those were not actual costs, but rather reflected a comment a council member made. Berg stated that there was not a price included in the report, but informal conversations had the square footage cost in line with what we have been projecting. The city council person stated a different amount and that was what was reported in the paper. Berg also noted that there had been a change in the Mayor and makeup of the City Council from when the project began to when the vote took place

Foundation Report - McNair reported that the Foundation continues to receive payments from Thrift Books for the sale of book sale remainders. Membership numbers are similar to last year with receipts still coming in. Wine & E is approaching and everyone was encouraged to attend on April 25 at the Country Club of Lincoln.

One Book - One Lincoln - Hale reported the Selection Committee has narrowed the titles down to 11. The committee will meet on April 2 to determine the final three titles for the community vote. Voting will begin after the announcement on May 27th.

Leach reported that David Smith, who has been the facilitator for the Selection Committee for 8 years, was recognized for his volunteer work at the annual Nebraska Library Association Advocacy Day luncheon on March 12th.

NEW BUSINESS:

Approval of SirsiDynix Web Services and Subscriptions – Berg moved to approve the library's annual contract with SirsiDynix for the library's integrated library system at a cost of \$46,448.28. Second by Sloan. Roll Call Vote: Seacrest, Sloan, Berg, Hale, Marvin – aye; Florence, Speicher – absent. Motion carried 5-0.

Annual Volunteer Report - Leach reported that a total of 697 volunteers contributed 16,113 hours in 2018. Sunday, April 7, is the annual volunteer recognition event. All Board members are invited.

In honor of National Volunteer Week, Leach requested a motion to proclaim the week of April 7, 2019 at Volunteer Appreciation Week at Lincoln City Libraries, and to approve milestone resolutions for five volunteers who have reached ten and twenty year milestones in service.

The proclamation was read into the record by Marvin.

In recognition of the volunteers who have contributed to the programs and Services offered by the libraries to the community, the Board of Trustees of Lincoln City Libraries hereby proclaims April 7-13, 2019, as Volunteer Appreciation Week at Lincoln City Libraries, Lincoln, Nebraska.

It was also announced that the Board of Trustees expressed its sincere appreciation and gratitude to milestone volunteers Helen Benner, Shirley Engle, Thomas Thangeman, Sandra Bauer, and Roxann Roggenkamp for their outstanding service.

Seacrest moved to approve the proclamation and resolutions. Second by Berg. Roll Call Vote: Sloan, Berg, Hale, Marvin, Seacrest – aye; Speicher, Florence – absent. Motion carried 5-0.

PRESIDENTS REPORT: None

DIRECTOR'S REPORT

Leach introduced Jocelyn Golden from City Attorney Office noting that Jocelyn is assigned to the library while Jeff Kirkpatrick is on leave. Building Superintendent Dan Miller was introduced. He began working for the library on March 7th and everyone is excited to have him on board.

Julee Hatton provided an update on the energy sustainability projects. A kickoff meeting was held earlier this month where schedules were discussed. LED replacement projects start next month. Lights will be replaced during hours the libraries are closed so there will be no impact on public service. The major HVAC projects at Gere and Anderson branch libraries will require closing the libraries for four to six weeks. The libraries will be closed, one at a time, after the summer reading challenge is over. We anticipate Gere branch will be closed in August, and Anderson Branch in September.

Leach reported that she attended a Leadership Lincoln event held with several groups regarding board service opportunities. Several city departments spoke about their opportunities including the libraries.

Leach announced that the library will be working with Spreetail and its New Beginnings program. New Beginnings is a collaborative program created to provide mattresses and home essentials to families transitioning into living spaces of their own. We would like to see books given to families along with the beds. Chad Kilpatrick of Spreetail agreed to contribute to the project. The library will select and order the books, Spreetail will bundle the books and deliver with the beds.

ADJOURNMENT: There being no further business, the meeting adjourned at 8:33 a.m.