

**LIBRARY BOARD MEETING MINUTES
TUESDAY, MAY 21, 2019; 8:00 AM
BENNETT MARTIN PUBLIC LIBRARY
136 S. 14TH STREET, LINCOLN, NEBRASKA**

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

OTHERS PRESENT: Pat Leach, Library Director; Julee Hatton, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Peter Jorgensen, Virtual Services Manager; Vicki Wood, Youth Services Coordinator; Jeff Kirkpatrick, Law Department.

CALL TO ORDER AND ANNOUNCEMENT OF OPEN MEETINGS LAW: The meeting was called to order at 8:03 AM by President Marvin. The posting of the Open Meetings Law was announced.

APPROVAL OF AGENDA: Hale moved to approve the agenda as posted. Second by Sloan. Roll Call Vote: Hale, Marvin, Seacrest, Sloan – aye; Speicher, Berg, Florence – absent. Motion carried 4-0.

PUBLIC COMMENT ON AGENDA ITEMS: None

APPROVAL OF MINUTES: Seacrest moved approval of the minutes of the April 16, 2019, board meeting. Second by Hale. Roll Call Vote: Hale, Marvin, Seacrest, Sloan – aye; Speicher, Berg, Florence – absent. Motion carried 4-0.

STANDING COMMITTEE REPORTS:

Committee on Administration – No report.

Committee of Buildings & Grounds – Hatton reported that the committee had met and reviewed status of projects with Dan Miller, Building Superintendent. It was announced that with a Building Superintendent on board the library will allow the building management services contract to expire. The current extension runs through July 2019. (Speicher arrived at this time.)

Committee on Finance: Hale reported on the Recap of Expenditures for April 2019 listing claims in the amount of \$890,965.90 from all funds. Hale moved approval of the report and payment of all claims. Second by Sloan. Roll Call Vote: Hale, Marvin, Seacrest, Sloan, Speicher – aye; Berg, Florence – absent. Motion carried 5-0.

It was reported that the committee had met to discuss the city's projected shortfall in sales tax receipts and the impact it may have. Potential cuts have been identified by library staff including personal costs due to vacancy savings, and end of year carryover funds. Reductions for next fiscal year would come from media allocations as well as a variety of small savings from various funds.

SPECIAL COMMITTEE REPORTS:

Central Library – No report.

Foundation for Lincoln City Libraries – No report.

Lincoln Cares – No report.

One Book – One Lincoln – It was announced that the three finalists for the 2019 One Book – One Lincoln Community Reading Program would be announced at the Foundation’s Coffee on the Dock of The Mill in the Haymarket, on Monday, May 27th. The coffee starts at 9 a.m. with the announcement made at 10:30 a.m. Special thanks was given to Dan Sloan and his team for again hosting the event.

NEW BUSINESS:

Surplus Property – Hale moved to approve the Surplus Property Request as submitted by Paul Jones, Business Office. Second by Seacrest. Roll Call Vote: Hale, Marvin, Seacrest, Sloan, Speicher – aye; Berg, Florence – absent. Motion carried 5-0. Pat Leach noted that items on the list would be disposed of per city policy.

PRESIDENT’S REPORT: Marvin reported that she met with a few members of the Central Library Committee to discuss next steps now that the city election is over and a new Mayor is in office. It was decided that meeting with the Mayor’s Chief of Staff Jennifer Brinkman is a high priority in order to provide her with up to date information about the project and determine next steps.

DIRECTOR’S REPORT:

Summer Reading Challenge - Pat Leach invited Youth Services Coordinator Vicki Wood to share information about the library’s summer reading challenge “A Universe of Stories.” Copies of materials for the children’s, teen, and adult portions of the challenge were distributed. Almost 200 events are planned at libraries during the ten weeks of the challenge. Each library location has been challenged to increase the number of registrations during the month of June and increase the number of successful completions during the month of July. Vicki Wood has been reinforcing with staff and when visiting with parents the importance of reading over the summer to avoid summer slide. Children who do not read during the summer return to school in the fall less ready to learn.

In addition to the library locations and bookmobile, we have eighteen city outreach sites this summer to serve areas that may not have easy access to the library. Outreach staff take storytime, reading materials and crafts to the sites on a weekly basis. In addition to the regular county bookmobile stops, eight outreach sites are also established in the county to more easily bring the summer reading challenge to county residents.

New this year is the Allstate grant funded program “Books Between Friends.” It is a book club created to meet the needs of individuals on the autism spectrum, ages 18 to 25. When visiting with parents, library staff heard parents express the need for more opportunities for their children to socialize and make connections once they graduate from high school. A teacher has been hired to oversee the program which will be meeting at Walt Branch Library weekly during June and July.

Wood also reported that libraries are having more and more middle school students with special needs volunteering for the summer reading program. We have recruited mentors to work with these volunteers to assure that it is a rewarding experience for them. We modeled this after the Community Playhouse’s Penguin program.

Library Board Vacancy - Leach reported that she will be contacting City Council Chair Jane Raybould regarding the upcoming vacancy on the Library Board due to the completion of Speicher's seven-year term. The City Council is the appointing authority for the Library Board. In the past the Council has asked the Library Board to accept applications and forward them with any recommendations it may have.

Leach reported that she recently met with community stakeholders to update them on the library's recently updated strategic plan. This group had provided input last fall during the development of the plan. Leach also reported that each year she visits the city councils of two or three county towns to update them on library services and answer any questions they may have. She recently visited Raymond and Hickman.

Leach also reported that at Bennett Martin Public Library we have been seeing an increase in the number of visits from individuals exhibiting disruptive behavior and fighting amongst themselves. We are working closely with security, Lincoln Police Department, and community agencies such as Matt Talbot. As we plan for a new Central Library, it is important to address security outside the building as well as inside. The building needs a significant entry and approach area that the library can control.

The Library Director and a few staff members visited the recently remodeled and expanded library in Norfolk, Nebraska. Photos were shared.

Alley Poyner Macchietto was the architectural firm for the project. The new addition was built first and library services were moved into the new addition in November 2017. The library was closed for 3 weeks during this transition and opened in the new addition on December 1, 2017. The construction of the new addition incorporated some of the existing library building and then the remainder of the original facility was renovated. The 16,000 square foot addition brings the total size of the library to 38,000 square feet which includes roughly 2,500 square feet for the City's Information Services Division and 35,500 square feet for Library space.

The project was funded by a voter approved 36-month, 1/2 cent sales tax increase. The collection of the additional half-cent of sales tax began on April 1, 2015 and ended on March 31, 2018.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA: None

ADJOURNMENT: The meeting was adjourned at 8:55 a.m. Board members were invited to tour the lower level of the Bennett Martin Public Library after the meeting.