LIBRARY BOARD MEETING MINUTES
TUESDAY, AUGUST 20, 2019; 6:00 PM
WALT BRANCH LIBRARY
6701 S. 14TH STREET, LINCOLN, NEB.

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

OTHERS PRESENT:
Pat Leach, Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant;
Katie Murtha, Support Services Manager; Rod Cummings, Information Services Coordinator;
Brenda Ealey, Gere Branch Manager; Gail McNair; Foundation for Lincoln City Libraries
Executive Director; Jeff Kirkpatrick, City Attorney; Joe Shaw, incoming Board member.

CALL TO MEETING:
The meeting was called to order at 6:00 PM by president Marvin. It was announced the Open Meetings Law of the State of Nebraska was posted and available for inspection.

Joe Shaw, appointed to the Library Board for the term 2019 - 2026 was introduced.

APPROVAL OF AGENDA:
The Agenda/Meeting Notice was posted according to the Open Meetings Law of the State of Nebraska. Berg moved approval as posted. Second by Seacrest. Roll Call Vote: Berg, Florence, Hale, Marvin, Seacrest, Sloan, Speicher – aye. Motion carried 7-0.

PUBLIC COMMENT ON AGENDA ITEMS:
None

APPROVAL OF JULY 16, 2019, MEETING MINUTES:
Speicher moved approval of the minutes of the July 16, 2019, meeting as distributed. Second by Berg. Roll Call Vote: Florence, Hale, Marvin, Seacrest, Sloan, Speicher, Berg – aye. Motion carried 7-0.

STANDING COMMITTEE REPORTS:
Committee on Administration – No report.

Committee on Buildings & Grounds – No report.

Committee on Finance - Treasurer Hale reported on the Recap of Expenditures for July 2019 listing claims in the amount of $1,133,160.26. from all funds. Hale moved approval of the report and payment of all claims. Second by Berg. Roll Call Vote: Hale, Marvin, Seacrest, Sloan, Speicher, Berg, Florence – aye. Motion carried 7-0.

SPECIAL COMMITTEE REPORTS:
Central Library Committee – Marvin reported the committee met on August 13. Adelle Burk, Aide to Mayor Gaylor Baird, spoke about actions needed to run a successful bond campaign. She also shared that the Administration has been in place for about three months and is not working on the library project at this time. She was direct is saying that they are still setting priorities. The committee encouraged Burk to share that 2020 may be too close for a bond
question to be on the ballot, but the Board would still like it to be considered due to the historically high turnout at national elections.

*Foundation for Lincoln City Libraries* - McNair reported that the Book Nooks had sales amounting to $8,000 during the first two quarters of the year. As of July 31 the Friends Campaign has brought in $55,729.59 with 260 donors which is $2,000 more than last year with three fewer donors. The Whole Foods Campaign where customers are given the opportunity to donate 10 cents per bag, raised $818.64 from January through March. The Foundation is currently working to develop a planned giving campaign to help build the endowment. Reminders about the September book sale and spelling bee were distributed. Volunteers are still being recruited.

*One Book - One Lincoln* – Katie Murtha, staff coordinator for the program, reviewed details of the selection process, programming and events. The announcement will be made at 8 a.m. on Monday, September 2nd.

**NEW BUSINESS:**

*Approval of Hompes Revenue Allocation* – Leach requested approval to allocate $20,000 of income from the Hompes Fund for the purchase of materials for the library collection as well as the Heritage Room collection. The Hompes Fund is a bequest held in trust by the City of Lincoln for the purpose of buying reading materials. The fund provides collection support primarily for the Heritage Room and for general materials for adults. Sloan moved to authorize the expenditure as requested. Second by Berg. Roll Call Vote: Marvin, Seacrest, Sloan, Speicher, Berg, Florence, Hale – aye. Motion carried 7-0.

*Book Sale Funds* – Leach announced that the final proceeds from the 2018 Book Sale totaled $60,055.58 and requested action to approve designating $10,000 for the Begin with Books program, which gives young children books for their home libraries, with the remainder, $50,055.58, to be used for purchase of library materials for customer use. Berg moved to authorize the expenditure as requested. Second by Hale. Roll Call Vote: Seacrest, Sloan, Speicher, Berg, Florence, Hale, Marvin – aye. Motion carried 7-0.

*Foundation Allocation* - Leach reported the Foundation for Lincoln City Libraries has forwarded to the library annual unrestricted funds in the amount of $14,955.69. and requested action to approve the following distribution of those funds, $8500 for membership in The Urban Libraries Council, $1500 for radio ads to promote the Summer Reading Challenge, and the remainder, $4,955.59, for programming support. Berg moved to authorize the expenditure as requested. Second by Seacrest. Roll Call Vote: Sloan, Speicher, Berg, Florence, Hale, Marvin, Seacrest – aye. Motion carried 7-0.

Pat Leach thanked the Foundation for Lincoln City Libraries for its work and support. These allocations are just a portion of what the foundation donates each year.

**PRESIDENTS REPORT:**

Marvin requested approval of a resolution as Carol Speicher completes her term on the Library Board. The resolution states,
Whereas, Carol Speicher has served as a member of the Board of Trustees of Lincoln City Libraries for a period of seven years, from September 2012 through August 2019, holding the office of Treasurer (2016-2018); and

Whereas, Carol’s experience with library management assisted with the review and updating of the Library Board Bylaws as well as developing a new library strategic plan; and,

Whereas, Carol kept a watchful eye on the purse strings of the library asking probing questions of Library Administration during her six years of service on the Finance Committee; and,

Whereas, Carol contributed to the future of Lincoln City Libraries through her seven-year service on the Buildings and Grounds Committee during which time a Branch Facilities Plan was developed, as well as the replacement of roofs and HVAC systems too numerous to mention;

Whereas, Carol contributed to the continuation of excellent customer service through her service on the Technology Committee supporting the installation of fiber to all locations as well as the development of a new website and installation of a new Integrated Library System, and

Whereas, Carol supported the work for a new central library through her assistance developing the Board’s position paper; and

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

BE IT RESOLVED that the Lincoln City Library Board of Trustees expresses its sincere appreciation and gratitude to Carol Speicher and adopts this resolution in tribute to and appreciation of her contributions to and support of the Lincoln City Libraries.

Approval moved by Berg, second by Hale. Roll Call Vote: Speicher, Berg, Florence, Hale, Marvin, Seacrest, Sloan – aye. Motion adopted 7-0.

Speicher expressed her thanks and noted it was enjoyable to serve and how quickly the time went by.

DIRECTORS REPORT:
Leach announced that the September 17th meeting will be at 4:00 p.m. rather than the regular 8:00 a.m. to allow people to attend the Mayor’s State of the City Address. The State of the City Address will be held Tuesday, September 17th, 7:15 a.m. to 9:00 a.m. at Embassy Suites Hotel, 1040 P Street. If you are interested in attending, you can purchase a ticket through Leadership Lincoln.
Library Board Meeting Minutes
August 20, 2019
Page 4

On September 7th, Eiseley Branch will host the Nebraska Children’s Book Party, a part of the Nebraska Book Festival. Janice Harrington, a Lincoln native now living in Illinois, will be providing programs for children and their families. Students from North Star High School’s Lead Up program will be leading activities.

Leach reported that she visited with Riley Johnson, the Lincoln Journal Star reporter that reports on local government, about the summer reading challenge and the 5% increase in participation this year. Regarding the city’s budget shortfall, the library’s portion of budget cuts comes to about $31,000 realized through vacancy savings and a small decrease in the custodial line item.

There has been an increase in signature gathering outside of libraries. Signature gathering is allowed on library property with some restrictions. A recent group was setting up table and chairs outside of the libraries and we see that as an obstruction and not allowed. Someone standing with a clipboard is different than someone sitting at the table. Administration has been working with staff, the signature gatherers, and the City Attorney to develop a consistent message.

Lincoln Parks and Recreation Department is looking to replace the recreation center in Arnold Heights which may have an impact on the Williams Branch Library. The library would be happy to be a part of the project.

Hale asked about the carryover funds and the growing use of electronic resources. Are we doing everything that we can to address these needs? Are we using carryover funds to address this need? Leach noted that additional funds have been dedicated to the purchase of electronic resources and the library has also received additional funds from the Nebraska Library Commission’s Nebraskareads fund in the amount of $41,313 to support the purchase of downloadable materials. Hale would like information about what is purchased with those additional dollars. What kind of an impact does it have? Leach will develop a report and share with board members.

PUBLIC COMMENT:
None

CLOSED SESSION:
Marvin requested the board go into closed session for the purpose of discussing the Library Director’s annual evaluation. Moved by Florence, second by Seacrest. Roll Call Vote: Berg, Florence, Hale, Marvin, Seacrest, Sloan, Speicher – aye. Motion carried 7-0.

The Board went into closed session at 6:51 PM for the purpose of discussing the Library Director’s annual evaluation.

At 7:07 PM Berg moved to return to open session. Second by Florence. Roll Call Vote: Florence, Hale, Marvin, Seacrest, Sloan, Speicher, Berg – aye. Motion carried 7-0.

ADJOURNMENT:
There being no further business, the meeting adjourned at 7:09 PM.