LIBRARY BOARD MEETING MINUTES
TUESDAY, DECEMBER 17, 2019; 11:30 AM
BENNETT MARTIN PUBLIC LIBRARY
LINCOLN, NEBRASKA

BOARD MEMBERS PRESENT: Lowell Berg, Martha Florence, Lisa Hale, Donna Marvin, Rhonda Seacrest, Joe Shaw, Dan Sloan, and County Liaison Walt Broer. A quorum was present.

OTHERS PRESENT: Pat Leach, Library Director, Julee Hatton, Assistant Library Director; Barbara Hansen, Administrative Aide, Paul Jones, Accountant; Brenda Ealey, Gere and South Branch Manager, Julie Beno, Public Service Coordinator; Katie Murtha, Support Services Manager; Rebecca Aracena, Support Services Coordinator; Gail McNair, Foundation for Lincoln City Libraries Executive Director; Jeff Kirkpatrick, City Attorney.

CALL TO ORDER: The meeting was called to order at 11:30 a.m. and the posting of the Open Meetings Law of the State of Nebraska was announced.

APPROVAL OF THE AGENDA: The agenda/meeting notice was posted according to the Open Meetings Law of the State of Nebraska. Florence moved to approve the agenda as posted. Second by Seacrest. Roll Call Vote: Berg, Florence, Hale, Marvin, Seacrest, Shaw, Sloan – aye. Motion carried 7-0.

PUBLIC COMMENT ON AGENDA ITEMS: No public comment.

APPROVAL OF MINUTES: Seacrest moved to approve the minutes of the November 19, 2019, meeting as distributed. Second by Sloan. Roll Call Vote: Florence, Hale, Marvin, Seacrest, Shaw, Sloan, Berg – aye. Motion carried 7-0.

STANDING COMMITTEE REPORTS
Committee on Administration – No report.

Committee on Buildings & Grounds – Marvin reported the committee met and reviewed the Capital Improvement Program (CIP) for Fiscal Years 2020-2026 and reviewed the projects listed. Marvin moved approval of the program. Second by Shaw.

Leach noted that she and Julee Hatton met this morning with Parks staff and more information is now available regarding the Williams Branch Library Relocation project. This is a joint project with the Parks Department. A new recreation center in Arnold Heights is being planned which would be located east of Arnold Elementary School, between the school and NW 48th Street. The Library has been invited to relocate the Williams Branch from Arnold Elementary to the new recreation center. This move would allow the Library more flexibility in serving the community. Currently the Library is restricted to being open to the general public only when school is not in session.

The CIP information should include that the facility would be 2,000 square feet at a cost of $800,000 in FY2021-2022. The project could be funded in part by the sale of the current facility to Lincoln Public Schools, Keno funds, and other miscellaneous funds.
With the construction of a new high school in northwest Lincoln, it may jump start development in the area. There is potential for adding an additional 1,000 square feet to the branch library if needed.

It was noted that the information for the two new branch libraries as presented omitted the cost of the second branch library. The new branch in east/northeast Lincoln should be included at the cost of $17,822,000.

Marvin moved to accept the amendments to the Capital Improvement Plan as presented. Second by Shaw. Roll Call Vote: Hale, Marvin, Seacrest, Shaw, Sloan, Berg, Florence – aye. Motion carried 7-0.

Roll Call Vote on the original motion to accept the Capital Improvement Plan: Marvin, Seacrest, Shaw, Sloan, Berg, Florence, Hale – aye. Motion carried 7-0.

This information will be submitted to the Planning Department electronically by January 8, 2020. The Mayor’s Capital Improvements Advisory Committee will do a preliminary review of each CIP request and will hold review meetings with individual departments in February 2020. These reviews may result in adjustments to the initial plan. Staff may need to negotiate the timing of some of the projects based on funding availability.

Leach reported that staff is moving forward with plans to reestablishing plantings around Bennett Martin Public Library and install a fence to protect the plantings and discourage people from sitting in the beds and on the ledge. This will enhance the building with a more attractive entrance. Sloan added that irrigation must be included in the project. With the summer heat and all the concrete downtown, irrigation is a must in order to establish plants.

**Finance Committee:** Sloan reported on the Recap of Expenditures for November 2019 listing claims in the amount of $1,165,759.25. Of note this month was the expenditures of over $326,000 in capital improvements. Sloan moved to approve the report and payment of all claims. Second by Marvin. Roll Call Vote: Shaw, Sloan, Berg, Florence, Hale, Marvin, Seacrest – aye. Motion carried 7-0.

**SPECIAL COMMITTEE REPORTS**

- **Central Library** - No report.

- **Foundation Board Executive Director** - McNair reported that the membership drive is doing well with over $20,000 donated to date. We are on track compared to last year.

- The Book Nooks located in most library locations brought in over $14,000 in sales during 2019. These proceeds are added to the total book sale proceeds.

- McNair distributed sponsor packets for the April 2020 Wine & E. There are two sponsorship levels available this year. McNair announced that Ed Tricker will be awarded the Library Star award at Wine and E. He has retired after serving the library for 17 years.

- **One Book - One Lincoln:** A summary report of the 2019 program was included in the meeting packet. Katie Murtha, Librarian and Coordinator of the program, gave a brief synopsis of the
program. Participation in the 2019 program dropped when compared to the 2018 program with the largest drop coming from the number of checkouts.

Hale, as the Board Liaison to the program, noted that she was on the Selection Committee. She encouraged the need to focus on the membership of the Selection Committee and be cognizant of who our readers are. Shaw noted that he enjoyed all three of the Selection Committee’s finalists. The appeal was that they were pertinent to the national conversation. Is that not what the program is supposed to be about? If the goal of the program is to encourage meaningful discussion about a pertinent community issue, then the participation numbers are less important.

The Steering Committee will be meeting in January to evaluate the program and make recommendations for the 2020 program.

NEW BUSINESS
Approval of Foundation Agreement – This is the annual renewal of the general agreement between Lincoln City Libraries and the Foundation for Lincoln City Libraries. No changes are recommended. Seacrest move to approve the renewal of the agreement. Second by Hale. Roll Call Vote: Marvin, Seacrest, Shaw, Sloan, Berg, Florence, Hale – aye. Motion carried 7-0.

PRESIDENTS REPORT
Berg reported that he and Marvin attended the neighborhood meeting addressing homelessness in the downtown area. Leach will report on the meeting in her Director’s Report. We continue to monitor Central Library project and are anxious to receive some firm direction.

DIRECTOR’S REPORT: Leach noted that the Fiscal Year 2018-2019 Annual Report was shared with the Board and will be forwarded to the Mayor and City Council.

The Lincoln Vital Signs report was shared at the Prosper Lincoln breakfast this morning. Several members of the library staff as well as Board members attended the event. Read Aloud Lincoln was recognized at the event, as well as Lincoln City Libraries.

Leach recognized Julie Beno and Rebecca Aracena noting that Public Service Coordinator Julie Beno will be retiring at the end of the month and that Rebecca Aracena has been selected as the Support Services Coordinator.

The Library continues working with the neighborhood regarding the homeless in the area. A meeting was held this month with service providers, library staff, Library Board members, and representatives from the History Museum, Lincoln Community Foundation, and others in the neighborhood. Karen, from Lulu’s, announced that she will no longer serve meals from her location on N Street. Beginning in January she will prepare meals there but they will be served elsewhere. Karen has made arrangements with St. Paul’s United Methodist Church, 11th & M Streets, to serve meals on Tuesdays and Thursdays. She is looking for additional sites to enable her to serve five days a week, Monday through Friday. Leach explained that she continues to communicate with neighbors and service organizations, but it may be time to fold our work into Lincoln Homeless Coalition as a subcommittee.
PUBLIC COMMENT
Walt Broer reported that in a recent visit to Phoenix he witnessed evidence that libraries are not dead. His son lives across the street from the public library in Phoenix. The library occupies a full city block. Since the parking lot was full he asked his son what event was going on at the library. His son reported that there was no special event, it is always like that, every day of the week. Berg noted that he experienced the same thing during a recent visit to Austin.

ADJOURNMENT
There being no further business, the meeting was adjourned at 12:27 PM.