LIBRARY BOARD MEETING MINUTES
TUESDAY, MARCH 17, 2020
BENNETT MARTIN PUBLIC LIBRARY
LINCOLN, NEBRASKA

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

OTHERS PRESENT: Pat Leach, Library Director; Julee Hatton, Assistant Library Director; Paul Jones, Accountant; Barbara Hansen, Administrative Aide; Gail McNair, Foundation for Lincoln City Libraries Executive Director.

CALL TO ORDER AND ANNOUNCEMENT OF OPEN MEETINGS LAW: The meeting was called to order at 8:00 a.m. and it was announced the Open Meetings Law of the State of Nebraska was posted.

APPROVAL OF AGENDA: The agenda/meeting notice was posted according to the Open Meetings Law of the State of Nebraska. Marvin moved to approve the agenda as posted. Second by Florence. Roll Call Vote: Berg, Florence, Hale, Marvin, Shaw, Sloan – aye; Seacrest – absent. Motion carried 6-0.

PUBLIC COMMENT ON AGENDA ITEMS: None

APPROVAL OF FEBRUARY 18, 2020, MEETING MINUTES: Hale moved to approve the minutes of the February 17, 2020, meeting as distributed. Second by Sloan. Roll Call Vote: Hale, Sloan, Berg – aye; Florence, Marvin, Shaw – abstain; Seacrest – absent. Motion failed 3-0.

STANDING COMMITTEE REPORTS
Committee on Administration – No report.
Committee on Buildings & Grounds – Marvin moved to approve a contract with Lee’s Lawn Maintenance for an amount not to exceed $35,000.00 for the coming season for landscape maintenance services. Lees Lawn Maintenance was the lowest responsible, responsive bidder meeting all requirements as outlined in the bid documents. This is a one-year contract with an option for three renewals. Second by Hale. Roll Call Vote: Hale, Marvin, Shaw, Sloan, Berg, Florence – aye; Seacrest – absent. Motion carried 6-0.

Committee on Finance - Sloan reported on the Recap of Expenditures for February 2020 listing claims in the amount of $892,012.81. Sloan moved approval of the report and payment of all claims. Second by Marvin. Roll Call Vote: Marvin, Shaw, Sloan, Berg, Florence, Hale – aye; Seacrest – absent. Motion carried 6-0.
SPECIAL COMMITTEE REPORTS:
Central Library - Berg reported a developer has submitted a proposal for the Pershing Block. A 60-day period for other proposals has been announced, ending May 11, 2020. Leach noted that she would be in touch with board members if any information is shared.

Foundation for Lincoln City Libraries - McNair announced Wine and E has been postponed. It likely will be rescheduled either July 16 or July 30. All donations of books and materials to the libraries has been suspended until further notice.

One Book - One Lincoln - The committee continues it’s work virtually.

NEW BUSINESS:
Approval of SirsiDynix Services and Subscription for SirsiDynix Enterprise - Leach requested approval of the library’s annual contract with SirsiDynix for the Integrated Library System which is software that operates the library’s catalog, customer database, and circulation functions, at cost not to exceed $48,238.66. Approval moved by Marvin, second by Sloan. Roll Call Vote: Shaw, Sloan, Berg, Florence, Hale, Marvin – aye; Seacrest – absent. Motion carried 6-0.

Approval of Community Health Endowment Grant Application: Leach requested approval to apply for a grant with the Community Health Endowment for a Books with Baby program. The Library is seeking $12,060.00. No match is required but we will be committing staff time. Books with Baby is a collaborative project between Lincoln City Libraries the Lincoln/Lancaster County Health Department’s Women, Infants and Children program to educate pregnant women about the benefits of reading aloud to their children from birth. Books with Baby builds upon the success of the Begin with Books program. Shaw moved approval of the grant application, second by Hale. Roll Call Vote: Shaw, Sloan, Berg, Florence, Hale, Marvin – aye; Seacrest – absent. Motion carried 6-0.

Annual Volunteer Report and Approval of Resolutions - The annual report was distributed to the Board with the meeting packet. It was noted that in 2019, 681 volunteers contributed 14,521 hours to Lincoln City Libraries. The library saw an increase in teen and youth volunteers but a decrease in adult and group project volunteers. It was noted that the annual recognition event has been postponed.

Leach requested approval of resolutions honoring volunteers and the proclaiming of April 19 – 25, 2020, as Volunteer Appreciation Week at Lincoln City Libraries. Approval moved by Florence, second by Hale. Roll Call Vote: Hale, Marvin, Shaw, Sloan, Berg, Florence – aye; Seacrest – absent. Motion carried 6-0.
DIRECTOR’S REPORT: Leach reported on the Corona virus activities and noted that Jennifer Brinkman and Jeff Kirkpatrick are not in attendance at the Board meeting because they are attending the daily briefing at the command center for updates on the virus. A week ago we were on a totally different path, and things have changed dramatically. Our libraries are open except for Williams Branch which is closed as long as Arnold School is closed. We are relying on the Lincoln/Lancaster County Health Department for guidance, and we are in touch with the Mayor’s Office daily. We are beefing up our collection of eBooks and downloadable audios and encouraging staff to instruct customers on their use. We expect that when Lincoln begins to have cases of community spread, service will change.

Last month Library staff met with City staff to review the Library’s Capital Improvement Program submission.

Events of note last month included the African American Read-In at Eiseley Branch, the annual Bird EnCounter at Walt Branch and a home school event emphasizing maker equipment at Walt Branch. Whenever we do a special event or program, staff includes a book-related activity or display of materials on the topic.

PUBLIC COMMENT: None

ADJOURNEMNT: There being no further business, the meeting was adjourned at 8:48 a.m.