BOARD MEMBERS PRESENT:  Donna Marvin, Lisa Hale, Rhonda Seacrest, Jackie Ostrowicki, Lowell Berg, Dan Sloan, and County Liaison Nichole Bogen. Absent: Joe Shaw. A quorum was present.

OTHERS PRESENT: Pat Leach, Library Director; Traci Glass, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Caitlin Lombardo, Librarian; Gail McNair, Foundation Executive Director; Jocelyn Golden, City Attorney’s Office.

CALL TO ORDER: Hale called the meeting to order at 8:00 a.m. and announced the posting of the Open Meetings Act.

WELCOME AND INTRODUCTION: New County Liaison Nichole Bogen was introduced and welcomed to the Board.

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

PUBLIC COMMENT ON AGENDA ITEMS: None

APPROVAL OF OCTOBER AND NOVEMBER BOARD MEETING MINUTES:
Ostrowicki moved to take from the table the approval of the October 20, 2020, Library Board meeting minutes. Second by Sloan. Roll Call Vote: Hale, Marvin, Ostrowicki, Seacrest, Sloan, Berg – aye; Shaw – absent. Motion carried 6-0.

Berg moved approval of the October 20, 2020, Library Board meeting minutes. Second by Seacrest. Roll Call Vote: Ostrowicki, Seacrest, Sloan, Berg, Hale – aye; Marvin – abstain; Shaw – absent. Motion carried 5-0.

Berg moved approval of the November 17, 2020, Library Board meeting minutes. Second by Sloan. Roll Call Vote: Ostrowicki, Seacrest, Sloan, Berg, Hale, Marvin – aye; Shaw – absent. Motion carried 6-0.

STANDING COMMITTEE REPORTS:
Committee on Administration – No report.

Committee on Buildings & Grounds – No report.

Committee on Finance – Sloan reported on the Recap of Expenditures listing claims in the amount of $767,091.90 from all funds. Sloan moved approval of the report and payment of all claims. Second by Marvin. Roll Call Vote: Seacrest, Sloan, Berg, Hale, Marvin, Ostrowicki – aye; Shaw – absent. Motion carried 6-0.
SPECIAL COMMITTEE REPORTS:

Central Library Committee – Berg reported that he and the Library Director continue to meet with developers and city staff regarding the Pershing Redevelopment Project. A recent meeting was held with city staff to outline the library’s role in the project and establish a timeline. Things are progressing. The committee will be meeting later today to talk about the schedule and drafting an RFP for architect services.

Foundation for Lincoln City Libraries: McNair reported that accepting donations of used books has been temporarily suspended due to back log of donations that need sorting and a shortage of volunteers.

As of November 19, 2020, $13,300 has been received from Thrift Books and book nooks have brought in close to $7,000. The membership drive is doing well with 162 members contributing $21,000, which is up a bit from last year at this time. New donors are tending to give less due to economic conditions. McNair noted that the number of new donors is due to the quality of service the community is receiving from the library. People are living in unusual times and staff is doing a fabulous job providing a bit of normality. The foundation has received a grant in the amount of $3000 to fund the purchase of iPads and furniture for kids. Grant funds have also been received for the purchase of children’s books, especially for libraries in north Lincoln. The Nebraska Literary Heritage Association held its first ever live virtual event hosting Youth Services Coordinator Vicki Wood during Lunch at the Library. Wood presented her Good Books for Giving program to 38 attendees.

Foundation Board Nominees: As required by the IRS to remain a Class 1 Support Organization, the Foundation submitted its list of nominees for appointment to the Foundation Board for approval by the Library Board. Those candidates include Katherine Endacott, Max Larson, Patte Newman, and David Williams. Berg moved approval of the nominees. Second by Ostrowicki. Roll Call Vote: Sloan, Berg, Hale, Marvin, Ostrowicki, Seacrest – aye; Shaw – absent. Motion carried 6-0.

One Book - One Lincoln: Caitlin Lombardo, One Book – One Lincoln Program Coordinator, provided a written report of the 2020 program. COVID-19 affected the program requiring that all events be online. Programs were provided live and on demand. The live author Q&A had over 130 registrations and 90 attendees. We hope to work towards doing more online author visits since this one went so well. We also found that programs where people can watch at their leisure seem to be popular.

NEW BUSINESS:

Continuing Education Grant – Leach requested authorization to apply for a continuing education grant from the Nebraska Library Commission to allow a staff person to attend the National Association to Promote Library and Information Services to Latinos and the Spanish Speaking (REFORMA) conference in Portland, Oregon, in November 2021. Funding requested is $1,445. No match is required. Berg moved approval to apply for the continuing education grant. Second by Seacrest. Roll Call Vote: Sloan, Berg, Hale, Marvin, Ostrowicki, Seacrest – aye; Shaw – absent. Motion carried 6-0.

DIRECTOR’S REPORT: Leach provided a copy of the library’s service area map with 2-mile and 1-mile service areas designated with population served. Service areas for Bethany and Anderson branch libraries have considerable overlap. The South Branch service area overlaps
both Bennett Martin Public Library and Gere Branch. There is a placeholder in southeast Lincoln’s Jensen Park for a branch library within the parking along with the middle school and YMCA. The library is also keeping an eye on northeast Lincoln and its development. If development continues, there may be a need for a branch library northeast of the 96th and O Street area. Staff from LPS, Parks and Recreation, Libraries, and YMCA meet on a regular basis to keep in touch on developments.

Leach reported that work continues on the Williams Branch Library project and its relocation to the new Arnold Heights recreation center. Leach is involved in the architect selection process at this time. The timeline for the move of Williams Branch is not set in stone but the intention is to open in 2023. We are negotiating with LPS for their purchase of the current space.

Staff is doing a great job continuing to provide service. The Reopening Committee continues to work and address questions as they come up. We have been beefing up our downloadable materials, and expanding use of Home Outreach by Mail (HOM) service. Positive interactions with people are important. The mask mandate does result in a lot of interactions, not all of them positive. It has not been an easy time for staff.

Nicole Borgan thanked the library for participating in the election and making it so easy to return ballots.

**ASSISTANT LIBRARY DIRECTOR’S REPORT**: Traci Glass reported that the library has a contract with BVH to assist with the roof projects at Walt and Eiseley branch libraries. A HVAC hot water pump at Gere Branch is an ongoing struggle. This pump has been replaced several times and it has now been determined that the alignment is off. Schneider will push the warranty date out and will continue to work until it is fixed. The library is in the process of filling vacant positions, having interviewed for 40-hour position. Once these are filled, the process will begin for 30 hour positions and then 25 and 20 hour positions.

**PUBLIC COMMENT**: None

**ADJOURNMENT**: There being no further business, the meeting was adjourned at 8:53 a.m.