LIBRARY BOARD MEETING MINUTES  
TUESDAY, MAY 18, 2021; 8:00 AM  
BENNETT MARTIN PUBLIC LIBRARY  
LINCOLN, NEBRASKA

PRESENT:  Lowell Berg, Lisa Hale, Donna Marvin, Jackie Ostrowicki, Rhonda Seacrest, Joe Shaw, Dan Sloan, County Liaison Nichole Bogen.

OTHERS PRESENT: Pat Leach, Library Director; Traci Glass, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Rod Cummings, Virtual Services Coordinator; Vicki Wood, Youth Services Coordinator; Gail McNair, Foundation for Lincoln City Libraries Executive Director; Robert Walla, City Purchasing Agent; Brian Jackson, Acting City Police Chief. Don Scheinost, LPD Center Team Captain; Jocelyn Golden, Assistant City Attorney.

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

APPROVAL OF AGENDA:  The Agenda was posted according to the Open Meetings Act of the State of Nebraska. Marvin moved approval of the Agenda as posted. Second by Berg. Roll Call Vote: Berg, Hale, Marvin, Seacrest, Shaw – aye; Ostrowicki, Sloan – absent. Motion carried 5-0.

PUBLIC COMMENT ON AGENDA ITEMS:  None

TRUSTEE DEVELOPMENT:  Library Director Pat Leach introduced Lincoln Police Department Acting Police Chief Brian Jackson and Center Team Captain Don Scheinost. Jackson and Scheinost spoke to safety protocols for public buildings and general information regarding safety and security in Lincoln. Jackson noted that with COVID, last year was not a normal year. In 2019, Bennett Martin Public Library averaged 15 calls per month, in 2020 five per month, and so far in 2021 four per month.

(Ostrowicki and Sloan arrived at this time.)

Jackson recommended new constructions as the time to look at and review security issues. He sees cameras, hardening of spaces, and calling the police when there are disturbances, as our best defenses. Cameras are best used in employee areas, exits, and exterior areas that are prone to trouble. Hardening of areas includes service windows that can be closed or doors that can be locked to keep staff safe as they call police for assistance.

APPROVAL OF MINUTES:  Berg moved to approve the minutes of the April 20, 2021, meeting as distributed. Second by Ostrowicki. Roll Call Vote: Hale, Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Berg – aye. Motion carried 7-0.

STANDING COMMITTEE REPORTS  
Administration – No report.

Buildings and Grounds – No report.
Finance – Shaw reported on the Recap of Expenditures for April 2021 listing claims in the amount of $826,095.71 from all funds. Shaw moved approval of the report and payment of all claims. Second by Berg. Roll Call Vote: Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Berg, Hale – aye. Motion carried 7-0.

SPECIAL COMMITTEE REPORTS
Central Library
Approval to Negotiate with BVH for Central Library Design – Berg moved to enter into negotiations with BVH, a Lincoln architectural firm working in concert with MSR of Minneapolis, for Central Library Design. Second by Shaw.

Berg reported that eleven firms responded to the Request for Proposals. Four firms were invited to make presentations to the Central Library Design RFP Selection Committee. Members of the committee included Lisa Hale and Dan Sloan of the Library Board; Pat Leach, Library Director; Gail McNair of the Foundation for Lincoln City Libraries, Katherine Ankerson of the UNL School of Architecture; Adam Hoebelheinrich of Project Control; and Dallas McGee of Urban Development. City Purchasing Agent Bob Walla oversaw the process as well as Assistant City Attorney Jocelyn Golden. The negotiation team will include Bob Walla, Adam Hoebelheinrich, and Pat Leach.

Roll Call Vote: Ostrowicki, Seacrest, Shaw, Sloan, Berg, Hale, Marvin – aye. Motion carried 7-0.

Leach recognized Bob Walla for his good work during this process, and Jocelyn Golden in her observing capacity, along with all the members of the Selection Committee. It was an intense and time consuming process. Everyone’s good work is appreciated.

Walla reported on next steps. BVH has been contacted and asked for an initial contract amount. That will serve as the stepping off point for negotiations. After that is received, the contract will be drafted and ready to execute by both the board and the city. The Library Board will approve the contract with a dollar amount attached to it. The contract will be broken out in phases. The first phase includes work through the time of the bond election. If the bond issue passes, there would be an amendment to the contract to add phases two and three, with another round of signatures to execute those.

An estimated cost of the building will be a deliverable of phase one. The expectation is that information should be available in September.

Foundation for Lincoln City Libraries
McNair reminded everyone that Give to Lincoln Day is May 25. Coffee at The Mill in the Telegraph District will be held on Monday, May 31st, from 9 to 11:30 a.m. The library will announce the One Book – One Lincoln finalists at 10:30 a.m. The Wine and E event on June 10th has been cancelled but an online event is being planned in August when Dan and Tamara Sloan and The Mill will be helping with an online wine and food pairing event. A silent auction will be included as well. The Book Sale is scheduled this fall. McNair is confirming that volunteers are willing to help. Hours of the sale may need to be shortened if volunteers are not available. $10,000 has been received from the Schmidt Foundation to help support Read Aloud Lincoln.
One Book – One Lincoln
Ostrowicki confirmed that the announcement of the three finalists will take place on May 31. The community will be voting from June 1 – July 31, with the winning title announced on September 6.

NEW BUSINESS
Approval of Computer Purchase from Dell Technologies
Leach requested approval to purchase 150 personal computers through Dell at a cost of $111,684.00 using the State of Nebraska contract for best pricing. Approval moved by Marvin, second by Seacrest. Rod Cummings, Virtual Services Coordinator, noted the computers are replacing all of the library’s patron PCs throughout the system. These PCs were last replaced in 2014. Roll Call Vote: Seacrest, Shaw, Sloan, Berg, Hale, Marvin, Ostrowicki – aye. Motion carried 7-0.

Approval to Renew OCLC Cataloging and Metadata Subscription and Worldshare ILL
Leach requested approval to renew the contract with OCLC, a sole source provider, for annual services in the amount of $50,591.72. Approval moved by Berg, second by Sloan. Traci Glass, Assistant Library Director, explained OCLC is a global company that libraries provide cataloging records to, which are then shared worldwide through WorldCat. This service is key to the library’s cataloging and Interlibrary Loan services. Roll Call Vote: Shaw, Sloan, Berg, Hale, Marvin, Ostrowicki, Seacrest – aye. Motion carried 7-0.

PRESIDENT’S REPORT
Lisa Hale reported that Give to Lincoln Day is coming up, please remember the library in your giving. She expressed her personal thanks for Jackie Ostrowicki for serving on the One Book – One Lincoln Selection Committee, and to Dan Sloan for his assistance with the announcement on May 31. Hale also thanked everyone who spent time on the review of the architect proposals. It was a very time consuming process but very effective and successful.

ASSISTANT LIBRARY DIRECTOR’S REPORT
Traci Glass reported the roofing materials have arrived and work is beginning at Eiseley and Walt Branch Libraries. The 10-ton air conditioning unit has been installed at Bennett Martin Public Library. It was delayed due to COVID and a shortage of materials. Library and City staff met with the bookmobile consultant to start the work on purchasing a new bookmobile. The library renewed two contracts under the $50,000 threshold, EBSCO periodical service and Envisionware scheduling software for another year.

LIBRARY DIRECTOR’S REPORT
Leach reported that Lisa Hale’s term on the board will be completed August 31, 2021. Hale was appointed in June 2017 to complete Kathy McKillip’s term. Hale is interested in being reappointed to a seven-year term. Leach will be contacting the City Council about the reappointment process.

Youth Services Coordinator Vicki Wood reviewed the 2021 Summer Reading Challenge “Tales and Tails” noting that the program runs from June 1 to July 31. Events will be done outdoors with magic shows being scheduled, story walks, and Library Learning Times. The library is collaborating with 4H and Art Bus LNK to provide outdoor activities.

Leach reported that the results of the UNL student architect project she and Berg consulted on are on display at Gere Branch Library through the end of the month.
An internal task force is being set up to address security issues. Staff training on mental health issues and de-escalation have been scheduled.

Leach distributed copies of the draft talking points for the Central Library project. The Central Library Communication Committee continues to work on the document and would appreciate any comments or questions.

Leach noted that she and Dan Marvin made presentations to City Council and Planning Commission as part of the White Lotus redevelopment of the Pershing block. Action was being considered on a zoning change and amendment to the Comprehensive Plan.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA: None.

ADJOURNMENT: There being no further business, the meeting was adjourned at 9:15 a.m.