LIBRARY BOARD MEETING MINUTES  
TUESDAY, AUGUST 17, 2021; 6:00 PM
GERE BRANCH LIBRARY
2400 S. 56TH STREET
LINCOLN, NEBRASKA

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

OTHERS PRESENT: Pat Leach, Library Director; Traci Glass Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Brenda Ealey, Gere Branch Manager; Peter Jorgensen, Virtual Services Manager; Jocelyn Golden, Assistant City Attorney.

CALL TO ORDER AND ANNOUNCEMENT OF OPEN MEETINGS ACT: The meeting was called to order by Vice President Dan Sloan at 6:00 PM. The Open Meetings Act was posted and placement announced.

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: Berg, Marvin, Ostrowicki, Seacrest, Shaw, Sloan – aye; Hale – absent. Motion carried 6-0.

PUBLIC COMMENT ON AGENDA ITEMS: There was no public comment.

APPROVAL OF JULY 21, 2021, MEETING MINUTES: Marvin moved to approve the minutes as distributed. Second by Seacrest. Roll Call: Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Berg – aye; Hale – absent. Motion carried 6-0.

STANDING COMMITTEE REPORTS

Committee on Administration
Approval of Revised Meeting Room Use Policy – Marvin reported staff has requested an update to the Meeting Room Use Policy to allow governmental agencies to charge a fee to attendees in order to recover costs of training. Marvin moved to add “and governmental entities” to the policy. Second by Seacrest. Roll Call: Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Berg – aye; Hale – absent. Motion carried 6-0.

The policy statement now reads “Meetings must be open to the public. Public attendance cannot be restricted through tuition or admission/registration fees. Libraries and their associated organizations, and governmental entities, may use the meeting rooms for training and may charge a fee to recoup expenses.”

Committee on Buildings and Grounds: No report.

Committee on Finance
Recap of Expenditures- Shaw reported on the recap of expenditures listing claims in the amount of $1,154,320.12 from all funds. Shaw moved approval of the report and payment of all claims. Second by Ostrowicki. Roll Call: Ostrowicki, Seacrest, Shaw, Sloan, Berg, Marvin – aye; Hale – absent. Motion carried 6-0.
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SPECIAL COMMITTEE REPORTS

Central Library - Berg reported that the committee is meeting on a weekly basis, and is discussing subcommittee structure, communication plans, community committee organizations, etc. The design process is ongoing. Discussion has also been held with the White Lotus Group.

Leach reported that BVH is currently reviewing the building program. Two meetings of the BVH/MSR core team have been held and attended by Leach and Adam Hoebelheinrich of Project Control. Timing of the release of documents is being discussed. We need to make sure that our conversations and actions are lining up. The Capitol Environs Commission will need to approve the design. The Library Board needs to see and approve the design before it becomes public. We need to keep the Mayor’s Office and City Council informed. The team from BVH is in conversation with HDR, who is working with the White Lotus Group to coordinate lower level parking, project green space, and any shared areas on the site. The White Lotus Group is applying for low income housing tax credits, and continues to work with Urban Development on the redevelopment agreement. We are comparing time frames as they relate to a May 2022 ballot question. At this point, things feel chaotic but will eventually fall into place. Sustainability workshops were held by BVH with City staff, LES, HDR and others to talk about sustainability features and the Mayor’s Climate Action Plan. Leach thanked Hale and Sloan for their work coordinating the committee structure as Sloan takes over as President of the Board, requiring lots of work and conversation about that structure. Assistant City Attorney Jocelyn Golden was also thanked for her support in thinking through the conversations to assure we are doing everything legally. The Communication Committee is working on an information campaign. Things are moving forward.

Foundation for LCL - No report.

One Book - One Lincoln - Ostrowicki reported online voting closed July 31 with 224 votes being cast. Announcement of the selected title will take place on September 6, and an author visit via Zoom has been arranged for October 26.

NEW BUSINESS

Hompes Revenue Allocation – Leach requested approval to allocate $30,000 of funds that result from income from the Hompes Fund, which is a bequest held in trust by the City of Lincoln for the purpose of buying reading materials. This money will provide collection support primarily for the Heritage Room collection and for general materials for adults. Berg moved to approve the expenditure of $30,000 as requested. Second by Seacrest. Roll Call: Seacrest, Shaw, Sloan, Berg, Marvin, Ostrowicki – aye; Hale – absent. Motion carried 6-0.

Book Sale Funds Allocation – Leach reported although a book sale was not held in 2020, the library did receive proceeds from Book Nook and Thrift Book sales totaling $17,600.28. Leach requested authorization to spend $5,000 for the Begin with Books program, and $12,600.28 for the purchase of library materials for customer use. Seacrest moved to approve, second by Ostrowicki. Roll Call: Shaw, Sloan, Berg, Marvin, Ostrowicki, Seacrest – aye; Hale – absent. Motion carried 6-0.

Foundation Annual Distribution Allocation – Leach reported the Foundation for Lincoln City Libraries has forwarded to the library annual unrestricted funds in the amount of $53,316.51. Leach requested approval of the following distribution of those funds, $8,500 for membership in The Urban Libraries Council, $1,500 for radio ads to promote the Summer Reading Challenges, $1,000 for potential grant

**State Aid Allocation** – Leach reported Lincoln City Libraries will receive $50,282.00 in State Aid to Libraries through the Nebraska Library Commission and requested approval to designate $25,282 for purchase of library materials, $15,000 for technology purchases, and $10,000 for staff attendance at conferences. Approval moved by Berg, second by Shaw. Roll Call: Berg, Marvin, Ostrowicki, Seacrest, Shaw, Sloan – aye; Hale – absent. Motion carried 6-0.

**License Agreements with Foundation** – Leach requested approval of two agreements, one for calendar year 2021, and the other for calendar 2022, that allow the Foundation for Lincoln City Libraries (FLCL) to lease space in Bennett Martin Public Library, at a cost of $1,200 each year. Seacrest moved to approve the agreements, second by Berg. Roll Call: Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Berg – aye; Hale – absent. Motion carried 6-0.

**Extension of Security Contract** – An additional extension of the Security Guard contract with Sunstates Security is needed to allow for adjustment to the Purchasing Division’s updated RFP process. Leach requested approval of a one-month extension, through November 30, 2021, at a cost not to exceed $10,000. Berg moved approval, second by Marvin. Roll Call: Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Berg – aye; Hale – absent. Motion carried 6-0.

**PRESIDENT’S REPORT**
Sloan reported that as incoming President, he sees exciting times ahead and is thrilled to be part of this group, such talent and energy. As the Central Library project progresses it is important to have open communication and everybody feeling part of the process. We have a fight on our hands and have a good chance of winning that fight, but we have to work together.

**ASSISTANT DIRECTOR’S REPORT**
Traci Glass reported we will be purchasing a new steam heat exchanger and controls unit for Bennett Martin Public Library at of cost of approximately $30,750. This replacement will provide heat for our teen room, storybook room, public service coordinator's office, librarians office area, and the unit heated by the chiller on the 4th floor. The RFP for security service is public and open for bids through August 27. The proposed mural with PALETTE Project and Lincoln Calling has been postponed until the Spring. The organizers would like more time to fully research this opportunity to collaborate and talk to different artists as well as explore the opportunity to make the mural a bigger section of the wall.

The roofing projects at Eiseley and Walt branch libraries are almost complete. There was some delay at Eiseley Branch due to a delay in the delivery of steel. The parking lot project for these two branches is anticipated to start in November.

**DIRECTOR’S REPORT**
Pat Leach reported that two gatherings were held to update neighbors on the Community Crops project. There were questions and concerns that can be addressed. Leach has been visiting branches to give staff their service pins awarded by the city for length of service. Our longest term employee is Karen Restau at 40 years. She is key to our service by being the linchpin in ordering materials. When attending the Summer Reading Challenge reward Saltdogs baseball game, Leach reported how impressed she was
by people’s gratitude for the program. Several families noted that they would not be able to afford to go to a ball game on their own. Similar comments were also made about the pool party at Star City Shores. These rewards are important to low income families.

Brenda Ealey, Manager of Gere and South Branch Libraries, was introduced and provided background information on her education, previous employment, and positions at Lincoln City Libraries. Brenda reports that she loves that we can connect library users with whatever resources they need. A successful librarian needs to love change and love learning. She appreciates that it pushes her beyond her comfort level. We must continue to work for financial support of the public library. We have to be smart about it and get support to keep doing what we are doing.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA
No public comment.

ADJOURNMENT
There being no further business, the meeting was adjourned at 6:51 p.m.