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

OTHERS PRESENT
Pat Leach, Library Director, Traci Glass, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; LeeAnn Sergeant, Public Service Coordinator; Scott Scholz, Polley Music Librarian; Bentley Stanfield, Intern; Jocelyn Golden, Assistant City Attorney; Gail McNair, Foundation for Lincoln City Libraries Executive Director.

CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS ACT
President Sloan called the meeting to order at 8:02 AM announcing the Open Meetings Act was posted and available for review.

PUBLIC COMMENT ON AGENDA ITEMS
No public comment.

APPROVAL OF AGENDA
The agenda was posted according to the Open Meeting Act of the State of Nebraska. Berg moved to approve the agenda as posted. Second by Hale. Roll Call Vote: Berg, Hale, Marvin, Ostrowicki, Seacrest, Shaw, Sloan – aye. Motion carried 7-0.

APPROVAL OF MINUTES
Marvin moved to approve the minutes of the October 19, 2021, meeting as distributed. Second by Berg. Roll Call Vote: Hale, Marvin, Ostrowicki, Sloan, Berg – aye; Seacrest, Shaw – abstain. Motion carried 5-0.

STANDING COMMITTEE REPORTS
Committee on Administration
No report.

Committee on Buildings & Grounds
Berg reported the parking lot repair and resurfacing at Eiseley and Walt Branch Libraries is underway. The Eiseley Branch project has taken longer to complete than scheduled due to weather, making it necessary to close Eiseley Branch for an additional day.

Finance Committee
Marvin presented to Recap of Expenditures for October 2021 listing claims in the amount of $898,031.97 from all funds. Marvin moved approval of the report and payment of all claims. Second by Hale. Roll Call Vote: Marvin, Ostrowicki, Seacrest, Shaw, Sloan, Berg, Hale – aye. Motion carried 7-0.

SPECIAL COMMITTEE REPORTS
Central Library Committee
Leach reported on the ongoing meetings with City staff and the White Lotus Group. The redevelopment agreement is being developed. There are many moving parts, but it is moving forward. In terms of the design work, BVH’s work is going well, and they will soon have the deliverables ready for the Library Board. Enough things are now coming together that a more accurate timeline leading up to a bond election next year can be developed. Berg reported that the proposed design will add a significant building on Centennial Mall of a style not currently in Lincoln.

Berg reported that the Branch Facilities Plan update is coming along. A narrative and concept floor plans have been developed. Two architectural firms, Sinclair Hille and Clark & Enersen, have been contracted with to help with presentation drawings and information that will be presented to the public. This work is being done on an hourly basis. When funds for the projects become available, a formal process for the architectural work will need to be done in conjunction with the City Purchasing Department.

Leach reported the Foundation for Lincoln City Libraries has been engaged in information gathering which will assist in making decisions, marketing, and public relations activities. The local government article in the Journal Star on November 10, 2021, written by Margaret Reist, provided good information on the Central Library project.

**Foundation for Lincoln City Libraries**

Gail McNair, executive director, provided a history of the Foundation. The Foundation was established in 1954. The goal of the Foundation is to build awareness of the library and raise money. McNair began working with the Foundation in 2009.

In 2020 the Foundation contributed $181,838.46 to Lincoln City Libraries from endowments and gifts. The Foundation also seeks grant funding to support programs and services of the library. Wine and E started in 2008 and raises about $23,000 each year. The next Wine and E is scheduled on April 21, 2022, at the Lincoln Country Club.

The Nebraska Literary Heritage Association (NLHA) was formed in 1982 to support and raise funds for the Heritage Room of Nebraska Authors. Since 2022 will be its 40th anniversary, a campaign to celebrate that anniversary is being planned. The annual Spelling Bee is a very popular event also sponsored by the Foundation and NLHA.

In 2009 the Foundation took over the management of the annual book sale. COVID-19 has not allowed the sale to be held the last two years, but online sales and sales from book nooks continue.

A fundraising campaign for the Central Library will soon kick off.

Due to restrictions caused by the pandemic, the public is realizing the importance of the library even more. The use of the library’s online services and downloadable materials has increased. More people have been giving, but the gifts have been smaller. Today’s economy has had an impact on donations. In closing, McNair stated that libraries are important to our community, and the community respects and appreciates all the efforts of the library staff.

**One Book - One Lincoln**
Ostrowicki reported that a successful online author visit was held in October. The 2021 program report will be available in December and will be shared with the Board at that time.

NEW BUSINESS

Approval of the Polley Music Library Annual Report and Program Plan
Pat Leach reported that Lillian Helms Polley established the Polley Trust with US Bank. Income from this trust supports the Polley Music Library. When the trust was established, a Polley Music Advisory Board was established made up of the Chairs of local college music departments. The trust requires an annual report and program plan. When the Library Board approves the plan, it is forwarded to the Polley Music Advisory Board for its approval. When that approval is received, the plan then becomes part of the library’s regular budget process.

An endowment for the Polley Music Library has also been set up by Mary Sue Harris through the Foundation for Lincoln City Libraries. These additional funds assist with filling the gap when markets are down, and trust income may not be available to fund events or marketing.

Polley Music Librarian Scott Scholz noted that Polley is a full-service library containing sheet music as well as information for people that do not read music. A highlight this year was the use of video and learning how to edit videos for Facebook since we were not able to do in person programming. Staff did participate in an in-person outdoor event in June when the Lincoln Arts Festival was held in the Railyard. Polley shared a booth with instrument maker Jay Kreimer. Hundreds of people stopped by the booth and were introduced to the Polley Music Library and its services.

The board expressed its appreciation to Scholz for his excellent work and for keeping the service relevant during the pandemic.

Marvin moved to approve the annual report and program plan as presented. Second by Seacrest. Roll Call Vote: Ostrowicki, Seacrest, Shaw, Sloan, Berg, Hale, Marvin – aye. Motion carried 7-0.

Community Health Endowment Grant Application Approval
Leach requested approval to submit a grant request to the Community Health Endowment in the amount of $10,000 for the Books for Babies program. The program provides the parents of every baby born in Lincoln with a new book, along with information about the importance of reading aloud to children beginning at birth. No match is required. Approval moved by Ostrowicki, second by Seacrest. Roll Call Vote: Seacrest, Shaw, Sloan, Berg, Hale, Marvin, Ostrowicki – aye. Motion carried 7-0.

PRESIDENTS REPORT
No report.

DIRECTORS REPORT
Pat Leach reported directors of city departments had a cabinet retreat on October 30. Big ideas from a variety of places were discussed. We will continue discussion of digital inclusion and expansion of the Books for Babies program.

Leach noted that she and Assistant Director Traci Glass meet monthly with representatives from Lincoln Public Schools, Parks and Recreation, YMCA, and other city departments to talk about items of mutual
interest. For instance, we learned that Lincoln Public Schools is installing green roofs on the two new high schools. We will be able to tap into their experience with this type of roof as we plan the Central Library. It is good to be acquainted with the various people, agencies, and what they do and how they do it.

As chair of the Nebraska Library Association’s Public Library and Trustee Section Awards Committee, Leach traveled to Grand Island to present the Advocacy Award to the Grand Island Public Library Foundation Board. This award recognizes the incredible work the Foundation does to support the library.

ASSISTANT LIBRARY DIRECTOR
Traci Glass reported that since the work on the Eiseley Branch parking lot required an extra day due to weather, it is possible that the work at Walt Branch Library may be delayed requiring the branch to be closed an extra day. The library is in the process of hiring two Library Service Supervisors to fill vacancies left by a retirement and a promotion. The work on the relocation of the Williams Branch Library continues. Work on a preliminary budget has been done, and an open house was held with Parks and Recreation to provide information to the community. Information about the project is available on the library’s website. Glass is also working with Heritage Room Curator Diane Wilson on a grant that would provide funding to support the digitization of the Heritage Room’s Weldon Kees papers.

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

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