LIBRARY BOARD MEETING MINUTES
TUESDAY, FEBRUARY 15, 2022; 8:00 AM
BENNETT MARTIN PUBLIC LIBRARY
LINCOLN, NEBRASKA

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

OTHERS PRESENT
Pat Leach, Library Director; Traci Glass, Assistant Library Director; Barbara Hansen, Administrative Aide; Paul Jones, Accountant; Gail McNair, Foundation for Lincoln City Libraries Executive Director; Jocelyn Golden, Assistant City Attorney.

CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS ACT
President Dan Sloan called the meeting to order at 8:00 AM and announced the Open Meetings Law was posted and available for review.

APPROVAL OF AGENDA
The Agenda/Meeting Notice was posted according to the Open Meetings Act of the State of Nebraska. Marvin moved approval of the agenda as posted. Second by Hale. Roll Call Vote: Berg, Hale, Marvin, Sloan – aye; Ostrowicki, Seacrest, Shaw – absent. Motion carried 4-0.

PUBLIC COMMENT ON AGENDA ITEMS
No public comment.

(Ostrowicki arrived at this time.)

APPROVAL OF JANUARY 18, 2022, MEETING MINUTES
Hale moved to approve the minutes of the January 18, 2022, meeting as distributed. Second by Ostrowicki. Roll Call Vote: Hale, Ostrowicki, Sloan – aye; Marvin, Berg – abstain; Seacrest, Shaw – absent. Motion failed 3-0.

STANDING COMMITTEE REPORTS
Committee on Administration: No report.

Committee on Buildings & Grounds: No report.

Committee on Finance: Marvin reported on the Recap of Expenditures for January 2022 listing claims in the amount of $935,359.42 from all funds. Marvin moved approval of the report and payment of all claims. Second by Hale. Roll Call Vote: Marvin, Ostrowicki, Sloan, Berg, Hale – aye; Seacrest, Shaw – absent. Motion carried 5-0.

SPECIAL COMMITTEE REPORTS
Central Library: Pat Leach reported that the project is on hold at this time due to the delay in the bond election. We are working with the Foundation for Lincoln City Libraries to develop an informational campaign. The Central Library Committee reviewed the branch improvement plans and an opportunity for Board members who haven’t yet seen the plans will be organized. Leach noted that small City Council briefings had been done giving Council members an opportunity to see the Central Library schematic design. Library staff were also given an opportunity to review the projects. Responses to the designs have been positive. The Central
Library Committee will continue to meet monthly with one of the discussions being at what point do we make the designs more widely known. Dan Sloan noted that is one of the decisions that will be made with as part of the informational campaign.

**Foundation Board Executive Director:** Gail McNair reported on the Foundation’s annual payout to the Library for 2020-2021. The annual payout includes $77,063.15 in unrestricted funds, $103,973.51 in restricted funds, and $35,558.10 in temporarily restricted funds, for a total payout of $216,594.76. In addition, the 2021 book sale proceeds forwarded to the Library totaled $16,348.69.

McNair reported that Ed and Sue Tricker have matched his honorarium received last year for his years of work on the Foundation Board and have established an endowment for programming for children most in need. Planning for the Wine and Dine is underway. The event will be held at Wilderness Ridge on April 28th. This year auction bidders will be able to bid online. Regarding the book sale, the goal is to have a sale this year but there have been difficulties in making arrangements at the Lancaster Event Center.

**One Book - One Lincoln:** Jackie Ostrowicki reported on the work of the Selection Committee. Over 200 titles were nominated by the community. Library staff reviewed the nominations to assure that they were available for purchase in the quantities needed and, in the formats, needs. After that review 72 titles were submitted to the Selection Committee. The committee met last week and narrowed the list even more, and committee members are now reading the recommended titles. The three finalists should be determined by late March or early April.

Ostrowicki also reported that if anyone is interested in serving on the Selection Committee, or nominating someone to serve on the committee, an application form is now available along with an informational sheet outlining the responsibilities of serving.

**NEW BUSINESS**

**Approval Of Surplus Property:** Leach requested approval of the surplus property request as prepared by staff. These items are no longer of value to the library and will be sold, recycled, or disposed of in accordance with City Purchasing guidelines. Approval moved by Berg, second by Hale. Roll Call Vote: Ostrowicki, Sloan, Berg, Hale, Marvin – aye; Seacrest, Shaw – absent. Motion carried 5-0.

**Approval of SirsiDynix Integrated Library System Renewal:** Leach requested approval of the annual renewal of the Integrated Library System (ILS) with SirsiDynix at the cost of $67,104.05. Berg moved approval of the renewal and expenditure. Second by Ostrowicki. Leach explained that the ILS includes the inventory of library holdings, cataloging, circulation functions, customer record database, and other processes. Roll Call Vote: Sloan, Berg, Hale, Marvin, Ostrowicki – aye; Seacrest, Shaw – absent. Motion carried 5-0.

**PRESIDENT’S REPORT**

Dan Sloan reported that Pat Leach and Gail McNair have been working on the schedule change for the bond issue. There is some information that has not yet been made public and we have tried to keep everyone informed. Sloan encouraged Board members to contact him or Leach if they have any questions or feel like they are missing information. We want to keep everyone involved, informed, and excited.
Lowell Berg asked about the White Lotus Group schedule. Leach noted that it is her understanding the White Lotus Group timing depends on approval of NIFA funding. That approval process has many steps, including some aspects that require City Council Approval. We have no official update on when construction of the redevelopment may start.

**ASSISTANT LIBRARY DIRECTOR’S REPORT**

Traci Glass reported that the Board had approved working with Lincoln Calling last summer regarding the installation of a mural on the north wall of the Bennett Martin Public Library, near the west side of the alley. That project was put on hold at the time but is now moving forward. Glass will keep the Board informed as things develop.

Glass and Brenda Ealey, Gere Branch Manager, spoke with a UNL Architecture class. It was exciting to see how the students look at libraries in a different way.

We continue to work with Community Crops to establish a community garden on the east side of the driveway at Gere Branch. We are working with the Law Department and may become part of an overall agreement between Community Crops and the City of Lincoln. Community Crops has a garden in a city park. The community garden would not be in the way of any potential expansion of Gere Branch Library.

**LIBRARY DIRECTOR’S REPORT**

Leach reported that Barbara Hansen will be retiring next month. As with any vacancy, this is an opportunity to review the position with current needs in mind and make any needed changes.

Leach reported on a claim against the City of Lincoln due to an incident on the Eiseley Branch parking lot. The individual’s claim for the cost of repair to their vehicle was turned down by the City. The process then requires the individual to appeal to the City Council. The appeal was on the February 14 Council agenda. The Council delayed action to gather additional information.

Leach reported that speaking activities over the past month included Leadership Lincoln Youth simulation on city budget, book discussions of The Future We Choose as part of the Faith to Forest initiative, Mayor’s Multicultural Advisory Committee, and participation in the Lincoln Public Schools African American Read In.

Leach reported that the library purged 35 accounts last month due to nonuse along with over $2000 in uncollectable fines and fees.

As requested by the Board to better understand the organization of the library, Leach reviewed the library’s organizational chart, FTEs as reflected in the budget, and a sample of an organizational chart of a branch library. Leach will investigate the library’s ratio of administrative staff to public service staff compared to other libraries and will report back to the Board.

Board members were invited to tour the Heritage Room and meet the Curator after the meeting was adjourned.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:58 a.m.