

## MEETING NOTICE

DATE: December 13, 2024  
TO: Library Board, Mayor, City Clerk, and City Attorney  
FROM: Ryan Wieber, Library Director  
SUBJECT: Library Board Meeting

DATE AND PLACE OF MEETING: Tuesday, December 17, 2024  
Bennett Martin Public Library  
136 S. 14<sup>th</sup> St.  
Lincoln, NE 68508

STARTING TIME OF MEETING: 8:00 a.m.  
CHAIR OF MEETING: Joe Shaw, President  
PURPOSE OF MEETING: Monthly Business Meeting

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### AGENDA

1. Call to Order and Announcement of Open Meetings Law
2. Approval of Agenda\*
3. Public Comment on Agenda Items
4. Approval of November 19, 2024, Meeting Minutes\*
5. Standing Committee Reports
  - a. Committee on Administration
  - b. Committee on Buildings and Grounds
  - c. Committee on Finance
    - i. Approval of Monthly Recap of Expenditures for November 2024\*
  - d. Committee on Technology
6. Special Committee Reports
  - a. Foundation for Lincoln City Libraries Executive Director Report
  - b. One Book One Lincoln Final Report
7. New Business
  - a. Approve Foundation for LCL 2025 Contracts:
    - i. \*FLCL and LCL Mutual Agreement
    - ii. \*License Agreement for Office Space
    - iii. \*FLCL Book Sale Agreement
8. President's Report
9. Assistant Library Director's Report
10. Library Director's Report
11. Public Comment – Anyone wishing to address the board on a matter not on this agenda may do so at this time.

\*Action Item

*Proposed agenda kept continually current and available for inspection at the Administrative Office of the Bennett Martin Public Library. The Board shall have the right to modify the agenda at said public meeting when convened.*

**ACCOMMODATION NOTICE** The City of Lincoln complies with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 guidelines. Ensuring the public's access to and participating in public meetings is a priority for the City of Lincoln. In the event you are in need of a reasonable accommodation in order to attend or participate in a public meeting conducted by the City of Lincoln, please contact the Lincoln Commission on Human Rights at 402-441-7624, or the City Ombudsman at 402-441-7511, as soon as possible before the scheduled meeting date in order to make your request. *Open Meetings Act of the State of Nebraska posted in meeting room.*

# Library Board Meeting Minutes

TUESDAY, NOVEMBER 19, 2024, 8:00 a.m.  
BENNETT MARTIN PUBLIC LIBRARY  
LINCOLN, NEBRASKA

## BOARD MEMBERS PRESENT

Jackie Ostrowicki, Lisa Hale, Dan Sloan, Terri Dunlap, Morgan Gerteisen, present. A quorum was present. Patty Beutler and Joe Shaw were absent. Nichole Bogen arrived late.

## CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS ACT

Vice President Ostrowicki called the meeting to order in President Shaw's absence at 8:00 a.m. and announced the Open Meetings Law was posted and available for review.

## APPROVAL OF AGENDA

Ostrowicki noted that the Agenda/Meeting Notice was posted according to the Open Meetings Act of the State of Nebraska. Ostrowicki asked for a motion to approve the Agenda as posted. Hale so moved. Sloan seconded. There was no discussion. **ROLL CALL VOTE:** Gerteisen, Hale, Ostrowicki, Dunlap, Sloan – AYE. Motion carried 5-0.

## PUBLIC COMMENT ON AGENDA ITEMS

No Public Comment.

## APPROVAL OF OCTOBER 15, 2024 MEETING MINUTES

Two needed corrections were noted, the date on the Minutes should be corrected to October 15, 2024 instead of today's date, and to note that Gerteisen was present. Ostrowicki asked for a motion to approve the minutes as amended. Gerteisen so moved. Dunlap seconded. There was no discussion. **ROLL CALL VOTE:** Hale, Ostrowicki, Dunlap, Sloan, Gerteisen – AYE. Motion carried 5-0.

## STANDING COMMITTEE REPORTS

### Committee on Administration

No report

### Committee on Buildings and Grounds

No report

### Committee on Finance

#### Approval of Monthly Recap of Expenditures for July, 2024

Treasurer Hale shared that the total Operational expenditures were \$1,405,388.51. Expenditures from other funds totaled \$47,398.58 for Total Expenditures of \$1,452,787.09. Hale moved approval of the report. Sloan seconded. Bogen arrived at this time. There was no discussion. **ROLL CALL VOTE:** Ostrowicki, Dunlap, Sloan, Gerteisen, Hale – AYE. Motion carried 5-0.

## SPECIAL COMMITTEE REPORTS

### Foundation Executive Director Report

Gail McNair thanked all who attended and participated in the Spelling Bee – special thanks to Joe Shaw for being a speller, and Ryan Wieber for acting as judge. The Foundation has observed that while the Spelling Bee and the Wine and Dine are popular events, the funds from those events are less than past years due to increased costs of holding the events. Discussions are being held on how to keep those costs low.

New membership materials are being completed at the printer and will be sent out to all Board Members to be shared with handwritten notes. The goal is for everyone to share with five people. Lunch at the Library is December 4 from 12:10–1:00 p.m. Alan J. Bartels is the featured local author this month, sharing his book “100 Things to Do in the Nebraska Sandhills Before You Die.” Holiday sales at the Book Nooks will last from November 25 to December 31. They’re great opportunities for gift giving.

The Foundation has secured a \$3,000 grant from the Viking Foundation to support the Begin with Books program. An estate gift was received from long-time library supporter Mark Tallman, and a brochure on how to contact the Foundation for LCL to set up an estate gift has been handed out. Another gift has been received from the estate of April Lau, which will be made into an endowment and will pay out annual to benefit Gere Branch, where April was a regular patron.

Gail announced her retirement at the end of the Foundation’s fiscal year, January 31<sup>st</sup>, 2025. A search committee has been established to identify a new Director. Brief discussion followed.

## NEW BUSINESS

### Bennett Martin Elevator Replacement Agreement

Director Wieber shared that the next needed improvement at Bennet Martin, partly accounted for in the last CIP is the replacement of the elevator up to 4<sup>th</sup> floor. The cost exceeds the \$200,000 was initially reserved, so the amount being requested for approval today is for the project not to exceed \$317,000.00. Once the agreements are in place, the work will be scheduled for late winter, and plans are laid for working around the lack of meeting room space for programming and events during the repairs which will keep the elevator out of service for around a month. Discussion on the CIP process and the increased costs followed. Hale moved approval. Sloan seconded.

**ROLL CALL VOTE:** Ostrowicki, Dunlap, Sloan, Gerteisen, Hale – AYE. Motion carried 5-0.

### Polley Music Library Annual Report

Vice President Ostrowicki introduced Polley Librarian Scott Scholz, who indicated that Board members had all received a copy of the report. He noted that the Polley Music Library’s goal, like last year, was to increase programming, keep the collection culturally relevant and bring folks in to inspire collaboration and creativity. This year’s programming included Polley’s first foray into children’s programming, along with programs aimed at teaching skills instead of simply performances. Sloan asked about the existing program to check out ukuleles and guitars, and Scholz noted they’re both still very popular and circulation is well balanced to the existing collection of instruments. He gave an update on opening “The Music Box” mixed use (rehearsal/performance) space across the street from Bennett Martin. Anticipated opening is within the next few months. The Downtown Lincoln Association is working with the City to make it happen. Sloan moved approval of the report. Hale seconded.

**ROLL CALL VOTE:** Dunlap, Sloan, Gerteisen, Hale, Ostrowicki – AYE. Motion carried 5-0.

## Schedule of 2025 Board Meeting Dates and Locations

Vice President Ostrowicki shared the new schedule and reminded the Board of the summer evening meetings that will be scheduled at branches. Dunlap moved approval. Gerteisen seconded. **ROLL CALL VOTE:** Sloan, Gerteisen, Hale, Ostrowicki, Dunlap – AYE. Motion carried 5-0.

## PRESIDENT'S REPORT

Vice President Ostrowicki commended regarding LCL's role in providing out-of-school learning experiences. Recent Masters coursework has provided her the opportunity to discuss the library's role in accessing information, technology, ideas, makerspaces and programming.

## ASSISTANT LIBRARY DIRECTOR'S REPORT

Assistant Director Glaesemann was absent.

## LIBRARY DIRECTOR'S REPORT

Director Wieber shared that the new annual report should be completed and distributed in December. Staffing vacancies continue to be filled. Bennett Martin is mostly full, kudos to LeeAnn Sergeant and her team for going through the hiring process and conducting the interviews. The Heritage Room Curator position is currently open, as well as a couple of aide positions coming open soon. Bennett Martin's new Library Service Supervisor is Chrystal Dunworth, and new librarian Jonathan Lucero is here from Nashville, TN. Gere's Adult Services Librarian Pat Sloan retired last month, and her position will be opening soon. The Library Service Supervisor position at Gere has been filled by Dustin Mosko.

Wyatt Packard, the new Walt Library Manager will be reinstating the training calendar for staff which was altered during lockdown. To meet the Strategic Plan Priority of Strengthening our Potential by improving our communication with staff, new staff Town Halls are scheduled quarterly and the first was held two weeks ago. Staff scheduled on the day attend the Zoom meeting live, others view the recording later. The Staff innovation grant process we're starting is to encourage new ideas from staff about programming, collections and technology. \$7,500-10,000/year from the Foundation will be earmarked for these grants. First meetings of the grant committee will be held shortly.

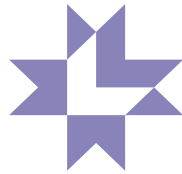
The City has implemented a new Green Team. Megan Peda, Matt Norsworthy and Lauren Eastman will be the library's liaisons. The group will explore ways we can be more sustainable in our actions and purchases.

The Finance Committee met on October 30<sup>th</sup>, and discussed some projects including the new carpet on fourth floor, and the landscaping project at Eiseley is moving forward and fall plantings will go in this or next week, as well as the elevator bids. The Holiday breakfast is upcoming Friday, December 6, 8:00 a.m. at Gere, and Board members are welcome. Invitations will be forthcoming.

## PUBLIC COMMENT

Matthew McCann (no address) spoke in support of library programs and funding.

There being no further business, the meeting was adjourned at 7:06 p.m.



LINCOLN

City Libraries

## **Memo to the Library Board**

**December 2024**

**Please note:** this month's Board meeting is at **Bennett Martin Library, at 8am.**

**FISCAL YEAR 2024-2025 BUDGET:** The actual percent of budget expended year to date is 25.98%, compared to the budgeted 25%. Annual adjusted expenditures to date are 26.53%.

### **STANDING COMMITTEE REPORTS**

#### **Committee on Administration**

The Committee did not meet.

#### **Committee on Buildings and Grounds**

The Committee did not meet.

#### **Committee on Technology**

The committee met on November 27, 2024 and received an overview of recent and upcoming technology-related projects and discussed the annual allocation of funding to support tech needs.

#### **Committee on Finance**

*\*Approval of Monthly Recap of Expenditures—Action Item*

Reports are attached. Treasurer Lisa Hale will bring forward a motion to approve.

### **SPECIAL COMMITTEE REPORTS**

**Foundation Executive Director Report:** Gail McNair

**One Book One Lincoln Annual Report:** Librarian and LCL Coordinator for OBOL, Jen Jackson, will provide a final report on the 2024 activities and speak to the upcoming calendar for 2025.

**NEW BUSINESS**

*\*Approve Foundation for LCL 2025 Contracts* **APPROVAL NEEDED ON EACH**

- i. \*FLCL and LCL Mutual Agreement
- ii. \*License Agreement for Office Space
- iii. \*FLCL Book Sale Agreement

The Library Board and The Board for the Foundation for Lincoln City Libraries annually renews the enclosed three contracts. The Mutual Agreement establishes the relationship and expectations for both organizations; the License Agreement for Office Space allows for the Foundation to lease a space to conduct business as necessary; and the book sale agreement establishes the agreed upon conditions for the Foundation to operate book sales and book nooks.

There were only minor changes executed by City Assistant Attorney, Jocelyn Golden, including changing of dates as appropriate, and the change of location for the Foundation’s office, which of course was moved last spring to Walt Branch in the former Police Substation. Although there may be practical changes in the coming year regarding book sales compared to previous years, e.g. there are no planned “pop-up or annual sales,” the language within the current agreement is still appropriate and warrants no changes. The Library Board is being asked to consider these agreements first, and then the FLCL Board will bring to them to their quarterly meeting for consideration on January 30, 2025.

**PRESIDENT’S REPORT**

Please see the attached revised 2024-2025 Committee Assignments.

**ASSISTANT DIRECTOR’S REPORT**

Jodene Glaesemann will provide a staffing update, and other operational news.

**DIRECTOR’S REPORT**

I’ll provide updates on library planning and strategic initiatives.

**CONTRACTS FILED**

Business Name	Description	Date Received
Caitlin Cass, Author	To provide a book talk on her book, “Suffrage Song” at the Polley Music Library inside Bennett Martin Public Library, 136 S. 14th, Lincoln, NE 68508 on December 7, 2024 from 2:00–3:00 p.m. at no cost.	11/26/2024
Bolzen Beer Band c/o David Socha	To give a musical performance at Bennett Martin Public Library in the Polley Music Library at the date and time in the agreement for a cost not to exceed \$200.	11/1/2024



**LINCOLN CITY LIBRARIES**  
136 S. 14th Street  
Lincoln, NE 68508-1899

**MEMORANDUM**

**TO:** Library Board

**FROM:** Ali Larson, LCL Business Office

**RECAP OF EXPENDITURES - NOV 2024**

Library Operational Budget - FY 2024-25	\$	795,924.43	
Library Enc/Reapp - From FY 2023-24		-	
Heritage Room Fund - FY 2024-25		2,164.07	
Polley Music Library - FY 2024-25		8,581.65	
<b>Total Operational Expenditures</b>		-	<b>\$ 806,670.15</b>
Grants	\$	1,026.61	
Hompes Fund		-	
Keno		25,536.53	
Miscellaneous Library Donations Funds		6,863.73	
Capital Improvements		3,117.19	
<b>Total Expenditures - Other Funds</b>			<b><u>36,544.06</u></b>
<b>TOTAL EXPENDITURES</b>			<b><u><u>\$ 843,214.21</u></u></b>



LINCOLN

City Libraries

## Director's Report for November 2024

We have **delivery dates for the 2 new bookmobiles**-- one will be completed in July and the other in August. We had a meeting recently to select interior finishes, and production begins in April. The exterior graphic wraps will be subcontracted out with Farber's vendor, and we'll be working on pre-design ideas with the City's contracted graphic designer. Our team here will now turn to planning the new service model for the vehicles and hiring an additional 20-hour position, originally approved in 2022. We'll continue to have regular stops, mixed with pop-up or occasional events and festivals, etc. The amount of books on each vehicle will be smaller, but will continue to carry a popular or targeted collection, depending on the activity. A CDL will no longer be required to drive the vehicle, offering the ability for additional staff drivers. One issue we need to resolve is that although each vehicle is only 22 ft in length, we will not be able to park both in the Eiseley garage as we exceed our space there by about 1-2 feet!

Lincoln City Libraries was awarded a **\$10,000 competitive grant** by the Public Library Association to conduct digital literacy classes. The plan is to purchase laptops for attendees to use to follow along with the presenters and gain experience navigating computer and online resources. Kudos to Wyatt Packard who applied for the grant and is leading this project. Initially the classes will occur at Walt and Eiseley branches.

I reported earlier that the library received Gold Level Accreditation from the Nebraska Library Commission. This outstanding designation signifies the dedication towards thoughtful planning and implementation of library services by many to ensure the library remains a vital part of a great City and County. The library received 263 points out of an available 285. LCL is measured against peer libraries across the country and to achieve points, we have to score at the average or median or higher of those peers in each category. One area the library was not awarded any points was for the total number of library personnel FTEs. We are at 107 FTEs, **well below the average of our peer libraries** (125), and further below the median of 139. As we plan for the future and strive to continue to meet the needs and expectations of residents—and be known as a place for access and innovation—we must think in extraordinary terms in order to build resources and add staff that are necessary in many areas across the system. For your reference: here are the 10 peer libraries we were measured against:

Spokane County Public Library, WA  
Rutherford County Library System, TN  
Corpus Christie, TX  
Lexington, KY  
West Florida, Pensacola, FL  
Durham, NC  
Spartanburg, SC  
Central Rappahannock, VA  
Cumberland County, NC  
Chesterfield County, VA



LocalHop, the proprietary name of the library's **new online calendar and meeting room** reservation software continues to receive more use from patrons. The interface for the calendar and reservation system is more graphical and user-friendly and can be linked and shared much easier. The number of patrons who conveniently access meeting room reservations and self-initiate that process from home or their device continues to grow every month.

The library is again partnering with The Foundry and UNL Honors College for a student intern to assist with marketing and communications purposes. The intern will begin their work in January and wrap up by mid-May, and assist on a project that promotes real patrons and real community impact. Public Information Specialist Amy Huffman is coordinating this project.

**Vision: *LCL: Literacy, Community, and Lifelong learning***

**Mission:** *Lincoln City Libraries provides access to information, ideas, books and lifelong learning opportunities that inform, enrich and empower every individual in our diverse community.*

**Priorities:**

- 1. *Maximizing Access***
- 2. *Communicating our Offerings***
- 3. *Strengthening our Potential***
- 4. *Growing our Support***

**Examples of the Library's Vision, Mission and Priorities in our daily work:**

- Lakeview School Night was held at Eiseley recently. Eighty people participated and families shared a meal of pizza prior to their adventure in the library. After dinner, families visited each service desk to learn about library services. Several families who hadn't had library cards prior to this evening signed up for one.
- From Carrie Knapp at Bennett Martin: "An older man came to the desk asking me to help him find a book he found in our catalog. After looking up the title, I discovered it was a Hoopla ebook. I asked him if he had ever tried an ebook before and he told me those things are just too hard when you don't know anything about computers. I empathized with that and then asked if he had a smartphone. He said I've just got a phone and showed it to me. It was a smart phone. I asked if he'd be willing to give the electronic book service a try, that he could always delete the app if he didn't like it. I helped him find his play store and search for Hoopla, we established an account for him and then searched for his title. Step by step we finally got to the button that said "read." Once he clicked that, I showed him how to scroll through the pages and then asked him what he thought . . . while he was looking at the screen, I demonstrated how you can enlarge the type, suddenly he said "WOW!" and eagerly took the phone from me."
- Laurie J. (Walt) presented a 3D Printer/Fusion 360 Training with 4 attending. The father and son duo who participated have been sending in print requests through our online service.
- Aubrey S. (Gere-South) shared this interaction: "I was able to get a customer who had moved to Lincoln from Texas a limited use card until they get proof of address. The customer was happy they could have access to a computer – with or without signing up for a card – but was extra happy to find out they could get a limited use card for the time being and check out a book. The customer worked

on an online orientation for a new job and then browsed our collections extensively. After getting their new card set up and checking out their first book from LCL they were so happy they skipped out of the library.”

- Anthony at BMPL: “This month I’ve been suggesting patrons over the phone to try our ILL service. Most of them didn’t mind the small fee. We have had patrons looking on ebay and amazon for books they want but they are always so expensive to purchase. I suggested ILL and they were so happy to have used that service. They tell me they suggest it to all their library friend. They were extremely happy of the whole interaction.”
- Tami B. (Eiseley) shared this about a patron encounter: There was a young man in today (early 20's) who said that he used to come here when he was in middle school but hadn't been here since then. He said he just wanted to compliment us on how nice everyone is and how the building and the people make everyone feel welcome here. He said that now that he has come in as an adult he is going to come back more!
- The Family Fun Night theme on November 7 at Walt was Family Games Night. Lisa reported that “Thirty-four people played games in the youth area between 5:30 – 7:00 PM. Nine kids made their own Tic-Tac-Toe game from air dry clay to take home.”
- Anderson Branch Library was one of several LCL locations to feature art banners from Lincoln Public Schools elementary schools this month. Six art banners were delivered to Anderson Branch Library on November 8, and banners were immediately hung throughout the library. A few days later, an additional banner arrived unexpectedly, and it was quickly added to the display. The banners showcase youth artwork, and they brighten up the facility during cold and dark winter days.
- Scott C. (BMPL) reports “...the video tutorial on the basic use of the libraries’ newer ScanPro3000 microfilm scanner which was posted to the libraries’ YouTube feed back in July 2023 had another +129 views in October, totaling 1,447 so far, making it the 3rd Most Viewed video from LCL on YouTube! More potential related training videos are in the planning stages, and Scott and Kim hope to do the video filming on them in the near future, schedules permitting.
- Chad S. at Gere-South shared this interaction: “Helped a very frustrated woman that was getting run around by her insurance company scan, format and upload her photos and invoices to the insurance website. When we finally got it all sent off, she was in tears and I even got a hug.”
- Andrew I. (Virtual Services) reports: “As I've continued to monitor Self Check usage and errors I've noticed that the most common cause of patrons failing to properly authenticate with their PINs is that they are not entering their PIN at all, but scanning a book instead. This accounted for over 75% of errors I was able to observe. To better help patrons acclimate to the new process I'm creating changes to the self checks to potentially include audio voice prompts and better visual cues as well as a new 'I'm Done' button that can be utilized in lieu of a receipt option.”
- Vicki C. (Walt) reported that “a student shared that they were writing a report on how shared genetic traits adapt to the environment and found one book in our collection that may help. I directed them to our online databases and resources and suggested that there may be further journal articles that can help their research. The library is more than books and I enjoy encouraging our visitors to look deeper into our collection.”

- Diane V.'s Sensory Storytime themes this month at Gere were: Owls; Trains; Hibernation; and Fall Feast. Diane shared: "This short 4-week session brought a mix of new and regular attenders with one Saturday reaching 30 people which made for an overly large group for Sensory Storytime but for the most part the kiddos handled it well. For the hibernation theme I brought in the parachute for the first time in a long while and we had a great time getting underneath to make our dens, as well as shaking, dancing and getting on top while the parents made it flap around us." There were 4 sessions with 67 attending.
- Anthony V. at Bennett Martin reported "I've been helping patrons not only print and send themselves their resume, but I have also showed them a shortcut way to creating their word document into a pdf. I've showed them free websites where they can convert their files then download them or they can do it through the print setting. It was a neat skill to have just to save pdf format."
- At Eiseley, Pam C. provided biweekly storytime sessions to Project Future in Air Park. Celeste W. provided biweekly storytime sessions to Project Future in the Highlands. Susan S. provided biweekly storytime session to Belmont Daycare and Kara G. staffed Campbell Elementary's CLC program each Wednesday afternoon. Also, Susan S. continued to promote Teentober with visits to Scott Middle School (239 students); Schoo Middle School (589 students); Northeast High School (85 students); North Star High School (231 students) and Lincoln High School (17 students).
- Paden H. at Gere-South shared this interaction: "A patron needed to type up a document with very specific formatting, but he hadn't really ever used Microsoft Word before. I had an off-desk hour, and had the time to teach the patron how to use Microsoft Word to set up the spacing, font, and centering of his document. It was awesome to see the man's confidence in his computer skills grow in just a matter of minutes!"
- Gere Branch Manager Brenda Ealey joined other Nebraska Library Association representatives at the Capitol to present Senator Danielle Conrad with a Library Champion award.
- Lisa W. (Walt) shared this story that highlights the value of diversity in our collections: "I helped a woman that was just starting respite care for four foster care children ages three, eight, ten, and eleven, who are black. She wanted to get books to read with them from the library, but wanted to get some books with black characters and families. The first black author that came to her mind was Maya Angelou, but she didn't know how to find picture books. We found an armful of several kinds of books for her to check out. I was able to show her briefly how the catalog works to select picture books and where the picture book and bundle book areas are at Walt. She asked if we still had 'books on tape' and was excited to discover the picture books with CDs and Wonderbooks."
- The Polley Music Library has two very well-attended performances this month. Lincoln Public Schools all-district mariachi band, Los Mariachis la Ciudad Estrella, performed on 1st floor of BMPL, and there were around 70 attendees altogether. Then we had Lincoln's own Bolzen Beer Band, a punk-polka trio that has performed around the world, including at real German Oktoberfest celebrations, perform on 2nd floor (after an invigorating walk around the library playing to get more people to come upstairs!), and they had 30 attendees.
- A HOM (Mail delivery) patron called the library and was having problems logging onto the Lincoln Journal Star database from our web site through her phone. Cindy K. (BMPL) researched how to access the database, discovering what she was doing wrong, and put it together in an email with

screen shots to make it easier for her to navigate. She emailed a few days later and said they were able to access the Web edition from her phone thanks to her instructions.

- NESU Librarian Karrie S. reported, "Christina S. and I visited Kahoa Elementary School for their STEM Night on November 14. We took the Magnatiles and the K'nex toys as well as information about upcoming winter events at Anderson Branch Library. We talked to 150 people that evening. Our booth was very popular with some kids staying to build for 30-60 minutes. I am hopeful that some of them stop in for our Construction Crew events this winter."
- Youth Services & Outreach Coordinator, Ali Bousquet, attended the Bethany Neighborhood Association meeting and it was a huge success. "I learned about a Spring Block Party (which we will now be in attendance at), their work on a neighborhood improvement grant, and connected with representatives from the CLCs and NeighborWorks. Attendees were really happy to see that LCL thinks of itself as a part of the neighborhood and were extremely open to collaboration in the future."
- Also from Ali: Family Literacy Visits: Everett Elementary and Hartley Elementary · LPS Family Literacy is a federal program focused on new immigrant families. "I presented a slideshow to both sites about library services and resources, displayed WonderBooks (great for practicing English fluency!) for check out, handed out library info."
- Kim J. (BMPL) did an obituary lookup for a customer out-of-state; I also did a genealogy search on a person from York County, Nebraska, to help find information about his life. I managed to find quite a bit using Ancestry through census records, marriage licenses, and draft registrations. We were also contacted by Ancestry asking for our assistance in helping someone to locate a client's birth father, whom they believed had lived in Lincoln sometime in the 1980s. Unfortunately, there were no records of the man, but I was able to identify the address that he used to mail his last letter to the client's mother and identified the name of the business which went out of business at the location just two years later.
- From Lisa Olivigni at Eiseley/Williams: "In September, Parks and Rec Department shared library information with their families that we developed to highlight the Library OneCard and the fact that LCL is a fine free library. When we attempted this same checkout program last fall, several of the parents wouldn't let their children participate. We feel the information Parks passed on to families for us helped make this year's effort more successful. In November, sixty-five children from Kindergarten through fourth grade participated. We couldn't offer this without the ongoing assistance and support of Meg Johnson and her staff at APCC."
- Amber S. (Heritage Room) reports "I taught a 4-part OLLI class in November, called 'Nebraska Authors you Know... and Should Know.' The class is being held in the OLLI classroom on East Campus, and I was pleased that despite this being a first-time class offering, we had 20 people register. The class has been engaged and enthusiastic, and a pleasure to teach. I led sessions 1 and 2, which totaled 3 hours of discussion. Former LCL director Pat Leach led session 3. The final session will be on December 5, where the class will meet in the Heritage Room."

Ryan Wieber, Library Director  
12.13.24

**November 2024 Use Compared to November 2023  
Lincoln City Libraries**

Location	Print Checkouts		Print Loan	Non-Print Checkouts		Non-Print	Total Checkouts		Total Loan
	2024	2023	Change	2024	2023	Loan Change	2024	2023	Change
BMPL	11,008	10,468	5.16%	2,477	2,514	-1.47%	13,485	12,982	3.87%
Anderson	9,554	9,015	5.98%	2,213	2,320	-4.61%	11,767	11,335	3.81%
Bethany	6,867	6,390	7.46%	749	880	-14.89%	7,616	7,270	4.76%
Eiseley	19,187	19,292	-0.54%	2,307	2,845	-18.91%	21,494	22,137	-2.90%
Gere	46,809	48,575	-3.64%	6,026	6,736	-10.54%	52,835	55,311	-4.48%
South	8,079	8,241	-1.97%	1,174	1,103	6.44%	9,253	9,344	-0.97%
Walt	31,993	34,167	-6.36%	3,842	4,621	-16.86%	35,835	38,788	-7.61%
Williams	763	796	-4.15%	107	182	-41.21%	870	978	-11.04%
Lied Bookmobile	1,300	1,417	-8.26%	103	92	11.96%	1,403	1,509	-7.02%
InterLibrary Loan	138	176	-21.59%	0	0	0.00%	138	176	-21.59%
<b>Subtotal Checkouts</b>	<b>135,698</b>	<b>138,537</b>	<b>-2.05%</b>	<b>18,998</b>	<b>21,293</b>	<b>-10.78%</b>	<b>154,696</b>	<b>159,830</b>	<b>-3.21%</b>
Download/Stream Audio	0	0	0.00%	46,231	40,059	15.41%	46,231	40,059	15.41%
Download/Stream eBook	0	0	0.00%	33,165	29,863	11.06%	33,165	29,863	11.06%
Stream Video	0	0	0.00%	1,003	975	2.87%	1,003	975	2.87%
<b>TOTAL CHECKOUTS</b>	<b>135,698</b>	<b>138,537</b>	<b>-2.05%</b>	<b>99,397</b>	<b>92,190</b>	<b>7.82%</b>	<b>235,095</b>	<b>230,727</b>	<b>1.89%</b>

Location	Youth Checkouts		Youth Loan	Adult Checkouts		Adult Loan	Visits	Visits	Visits
	2024	2023	Change	2024	2023	Change	2024	2023	Change
BMPL	5,110	4,398	16.19%	8,375	8,584	-2.43%	9,800	9,871	-0.72%
Anderson	5,999	5,565	7.80%	5,768	5,770	-0.03%	5,546	5,206	6.53%
Bethany	4,763	4,310	10.51%	2,853	2,960	-3.61%	2,592	2,608	-0.61%
Eiseley	14,526	14,823	-2.00%	6,968	7,314	-4.73%	9,850	8,088	21.79%
Gere	30,493	31,913	-4.45%	22,342	23,398	-4.51%	18,319	16,609	10.30%
South	5,572	5,575	-0.05%	3,681	3,769	-2.33%	3,551	3,341	6.29%
Walt	24,730	26,557	-6.88%	11,105	12,231	-9.21%	12,411	11,206	10.75%
Williams	663	718	-7.66%	207	260	-20.38%	1,539	830	85.42%
Lied Bookmobile	879	1,102	-20.24%	524	407	28.75%	397	360	10.28%
InterLibrary Loan	0	0	0.00%	138	176	-21.59%	0	0	0.00%
<b>Subtotal Checkouts</b>	<b>92,735</b>	<b>94,961</b>	<b>-2.34%</b>	<b>61,961</b>	<b>64,869</b>	<b>-4.48%</b>	<b>64,005</b>	<b>58,119</b>	<b>10.13%</b>
Download/Stream Audio	6,668	5,219	27.76%	39,563	34,840	13.56%	0	0	0.00%
Download/Stream eBook	8,397	5,158	62.80%	24,768	24,705	0.26%	0	0	0.00%
Stream Video	0	0	0.00%	1,003	975	2.87%	0	0	0.00%
<b>TOTAL CHECKOUTS</b>	<b>107,800</b>	<b>105,338</b>	<b>2.34%</b>	<b>127,295</b>	<b>125,389</b>	<b>1.52%</b>	<b>64,005</b>	<b>58,119</b>	<b>10.13%</b>

Location	Program & Outreach Attendance - Youth		P&O Att - Youth	Program & Outreach Attendance - Adult		P&O Att - Adult	Computer Use		Computer
	2024	2023	Change	2024	2023	Change	2024	2023	Change
BMPL	292	374	-21.93%	271	255	6.27%	2,042	2,042	0.00%
Anderson	375	188	99.47%	0	0	0.00%	725	693	4.62%
Bethany	124	158	-21.52%	43	15	186.67%	238	179	32.96%
Eiseley	1,834	929	97.42%	113	8	1312.50%	1,137	1,088	4.50%
Gere	1,425	1,203	18.45%	133	0	0.00%	1,093	1,129	-3.19%
South	232	236	-1.69%	6	6	0.00%	407	392	3.83%
Walt	1,107	1,055	4.93%	172	123	39.84%	1,110	905	22.65%
Williams	163	99	64.65%	13	0	0.00%	185	107	72.90%
Lied Bookmobile	0	14	-100.00%	55	38	44.74%	0	0	0.00%
System Outreach	0	0	0.00%	140	0	0.00%	0	0	0.00%
<b>TOTAL</b>	<b>5,552</b>	<b>4,256</b>	<b>30.45%</b>	<b>946</b>	<b>445</b>	<b>112.58%</b>	<b>6,937</b>	<b>6,535</b>	<b>6.15%</b>

Location	Meeting Room Attendance		Meeting Room Att	Study Room Attendance		Study Room Att	2024	2023	
	2024	2023	Change	2024	2023	Change			
BMPL	92	158	-41.77%	63	0	0.00%			0.00%
Anderson	164	120	36.67%	0	0	0.00%			0.00%
Bethany	0	0	0.00%	0	0	0.00%			0.00%
Eiseley	281	298	-5.70%	270	0	0.00%			0.00%
Gere	497	571	-12.96%	317	0	0.00%			0.00%
South	0	0	0.00%	0	0	0.00%			0.00%
Walt	257	400	-35.75%	354	0	0.00%			0.00%
Williams	3	0	0.00%	0	0	0.00%			0.00%
Lied Bookmobile	0	0	0.00%	0	0	0.00%			0.00%
<b>TOTAL</b>	<b>1,294</b>	<b>1,547</b>	<b>-16.35%</b>	<b>1,004</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**Lincoln City Libraries  
November 2024 Fiscal Year To Date Use Report**

Location	Loans/Circulation			Visits		
	Loans/ Circulation	Loans/ Circulation	YTD Change	Visits	Visits	YTD Change
	FY 24-25 YTD	FY 23-24 YTD		FY 24-25 YTD	FY 23-24 YTD	
Bennett Martin Public Library	38,939	41,026	-5.09%	35,144	31,067	13.12%
Anderson Branch	35,702	34,730	2.80%	17,464	16,386	6.58%
Bethany Branch	22,999	22,471	2.35%	8,509	8,545	-0.42%
Eiseley Branch	64,873	69,347	-6.45%	29,399	27,216	8.02%
Gere Branch	160,671	177,098	-9.28%	56,989	53,863	5.80%
South Branch	26,862	28,808	-6.76%	11,583	10,751	7.74%
Walt Branch	111,845	119,137	-6.12%	38,050	36,091	5.43%
Williams Branch	2,843	3,210	-11.43%	3,807	3,447	10.44%
Lied Bookmobile	4,641	4,558	1.82%	1,275	1,182	7.87%
InterLibrary Loan	525	616	-14.77%	0	0	0.00%
System Outreach	0	0	0.00%	0	0	0.00%
<b>SUBTOTAL</b>	<b>469,900</b>	<b>501,001</b>	<b>-6.21%</b>	<b>202,220</b>	<b>188,548</b>	<b>7.25%</b>
DownloadStream Audio	136,025	121,525	11.93%	0	0	0.00%
Download/Stream eBooks	96,791	92,706	4.41%	0	0	0.00%
Stream Video	3,112	2,480	25.48%	0	0	0.00%
<b>Download SUBTOTAL</b>	<b>235,928</b>	<b>216,711</b>	<b>8.87%</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total</b>	<b>705,828</b>	<b>717,712</b>	<b>-1.66%</b>	<b>202,220</b>	<b>188,548</b>	<b>7.25%</b>

	FY 24-25 YTD	FY 23-24 YTD	YTD Change
Online Registrations	122	465	-73.76%
Overall Registrations	874	3275	-73.31%

	FY 24-25 YTD	FY 23-24 YTD	YTD Change
WiFi Sessions	377,768	371,762	1.62%
WiFi Users	28,291	30,379	-6.87%
Website Users	255,652	266,067	-3.91%
Website Sessions	352,436	351,529	0.26%
Database Use	21,255	26,506	-19.81%

Year-to-Date Holdings Report	PRINT		NON PRINT		Total
	Adult	Youth	Adult	Youth	
<b>Owned 9/1/2024</b>	372,148	329,191	80,850	34,144	816,333
<b>Added YTD</b>	7,457	5,619	813	721	14,610
<b>Withdrawn YTD</b>	-26,251	-27,121	-6,716	-1,594	-61,682
<b>Current - 11/30/2024</b>	353,354	307,689	74,947	33,271	769,261

Location	Computer Reservations			Program & Outreach Attendance			Meeting Room Attendance			Study Room Attendance			Total Other Use		YTD CHANGE
	Computer Reservations	Computer Reservations	YTD Change	Program & Outreach Attendance	Program & Outreach Attendance	YTD Change	Meeting Room Attendance	Meeting Room Attendance	YTD Change	Study Room Attendance	*Study Room Attendance	YTD Change	Total Other Use	Total Other Use	
	FY 24-25 YTD	FY 23-24 YTD		FY 24-25 YTD	FY 23-24 YTD		FY 24-25 YTD	FY 23-24 YTD		FY 24-25 YTD	FY 23-24 YTD		FY 24-25 YTD	FY 23-24 YTD	
Bennett Martin Public Library	7,263	6,760	7.44%	2,463	3,236	-23.89%	590	381	54.86%	179	0	0.00%	10,495	10,377	1.14%
Anderson Branch	2,503	2,302	8.73%	3,792	2,718	39.51%	632	517	22.24%	0	0	0.00%	6,927	5,537	25.10%
Bethany Branch	659	666	-1.05%	600	644	-6.83%	0	0	0.00%	0	0	0.00%	1,259	1,310	-3.89%
Eiseley Branch	4,229	3,644	16.05%	5,845	3,681	58.79%	925	1,089	-15.06%	870	0	0.00%	11,869	8,414	41.06%
Gere Branch	3,338	3,714	-10.12%	5,163	4,743	8.86%	1,710	1,695	0.88%	1,013	0	0.00%	11,224	10,152	10.56%
South Branch	1,421	1,387	2.45%	680	870	-21.84%	0	0	0.00%	0	0	0.00%	2,101	2,257	-6.91%
Walt Branch	3,072	2,986	2.88%	4,344	5,737	-24.28%	984	1,043	-5.66%	1,121	0	0.00%	9,521	9,766	-2.51%
Williams Branch	584	613	-4.73%	943	472	99.79%	3	16	-81.25%	0	0	0.00%	1,530	1,101	38.96%
Lied Bookmobile	0	0	0.00%	165	185	-10.81%	0	0	0.00%	0	0	0.00%	165	185	-10.81%
InterLibrary Loan	0	0	0.00%	0	0	0.00%	0	0	0.00%	0	0	0.00%	0	0	0.00%
System Outreach	0	0	0.00%	585	0	0.00%	0	0	0.00%	0	0	0.00%	585	0	0.00%
<b>Total</b>	<b>23,069</b>	<b>22,072</b>	<b>4.52%</b>	<b>24,580</b>	<b>22,286</b>	<b>10.29%</b>	<b>4,844</b>	<b>4,741</b>	<b>2.17%</b>	<b>3,183</b>	<b>0</b>	<b>0.00%</b>	<b>55,676</b>	<b>49,099</b>	<b>13.40%</b>

\*Study Room Attendance tracking began 9/1/2024

**Lincoln City Libraries  
November 2024 Use Report**

Location	Loans/Circulation			Visits			November 2024 Other Use					November 2023 Other Use					Change: Total Other Use
	Nov 2024	Nov 2023	Change	Nov 2024	Nov 2023	Change	Computer Reservations	Program & Outreach Attendance	Meeting Room Attendance	Study Room Attendance	Total Other Use	Computer Reservations	Program & Outreach Attendance	Meeting Room Attendance	Study Room Attendance	Total Other Use	
Bennett Martin Public Library	13,485	12,982	<b>3.87%</b>	9,800	9,871	<b>-0.72%</b>	2,042	563	92	63	2,760	2,042	629	158	0	2,829	<b>-2.44%</b>
Anderson Branch Library	11,767	11,335	<b>3.81%</b>	5,546	5,206	<b>6.53%</b>	725	375	164	0	1,264	693	188	120	0	1,001	<b>26.27%</b>
Bethany Branch Library	7,616	7,270	<b>4.76%</b>	2,592	2,608	<b>-0.61%</b>	238	167	0	0	405	179	173	0	0	352	<b>15.06%</b>
Eiseley Branch Library	21,494	22,137	<b>-2.90%</b>	9,850	8,088	<b>21.79%</b>	1,137	1,947	281	270	3,635	1,088	937	298	0	2,323	<b>56.48%</b>
Gere Branch Library	52,835	55,311	<b>-4.48%</b>	18,319	16,609	<b>10.30%</b>	1,093	1,558	497	317	3,465	1,129	1,203	571	0	2,903	<b>19.36%</b>
South Branch Library	9,253	9,344	<b>-0.97%</b>	3,551	3,341	<b>6.29%</b>	407	238	0	0	645	392	242	0	0	634	<b>1.74%</b>
Walt Branch Library	35,835	38,788	<b>-7.61%</b>	12,411	11,206	<b>10.75%</b>	1,110	1,279	257	354	3,000	905	1,178	400	0	2,483	<b>20.82%</b>
Williams Branch Library	870	978	<b>-11.04%</b>	1,539	830	<b>85.42%</b>	185	176	3	0	364	107	99	0	0	206	<b>76.70%</b>
Lied Bookmobile	1,403	1,509	<b>-7.02%</b>	397	360	<b>10.28%</b>	0	55	0	0	55	0	52	0	0	52	<b>5.77%</b>
InterLibrary Loan	138	176	<b>-21.59%</b>	0	0	<b>0.00%</b>	0	0	0	0	0	0	0	0	0	0	<b>0.00%</b>
System Outreach	0	0	<b>0.00%</b>	0	0	<b>0.00%</b>	0	140	0	0	140	0	0	0	0	0	<b>0.00%</b>
<b>SUBTOTAL</b>	<b>154,696</b>	<b>159,830</b>	<b>-3.21%</b>	<b>64,005</b>	<b>58,119</b>	<b>10.13%</b>	<b>6,937</b>	<b>6,498</b>	<b>1,294</b>	<b>1,004</b>	<b>15,733</b>	<b>6,535</b>	<b>4,701</b>	<b>1,547</b>	<b>0</b>	<b>12,783</b>	<b>23.08%</b>
DownloadStream Audio	46,231	40,059	<b>15.41%</b>	0	0	<b>0.00%</b>	0	0	0	0	0	0	0	0	0	0	<b>0.00%</b>
Download/Stream eBooks	33,165	29,863	<b>11.06%</b>	0	0	<b>0.00%</b>	0	0	0	0	0	0	0	0	0	0	<b>0.00%</b>
Stream Video	1,003	975	<b>2.87%</b>	0	0	<b>0.00%</b>	0	0	0	0	0	0	0	0	0	0	<b>0.00%</b>
<b>Download SUBTOTAL</b>	<b>80,399</b>	<b>70,897</b>	<b>13.40%</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL</b>	<b>235,095</b>	<b>230,727</b>	<b>1.89%</b>	<b>64,005</b>	<b>58,119</b>	<b>10.13%</b>	<b>6,937</b>	<b>6,498</b>	<b>1,294</b>	<b>1,004</b>	<b>15,733</b>	<b>6,535</b>	<b>4,701</b>	<b>1,547</b>	<b>0</b>	<b>12,783</b>	<b>23.08%</b>

Holdings Report	PRINT		NON PRINT		Total	REGISTRATIONS	2024	2023	Change
	Adult	Youth	Adult	Youth					
<b>Owned</b>	353,811	308,785	74,683	33,286	770,565	Purged	600	604	-0.66%
<b>Added</b>	1,832	1,500	316	30	3,678	<b>Active</b>			
<b>Withdrawn</b>	-2,289	-2,596	-52	-45	-4,982	Resident	148,280	147,210	0.73%
<b>Current</b>	353,354	307,689	74,947	33,271	769,261	Library OneCard	52,663	47,279	11.39%
						County	8,927	9,060	-1.47%
						NonResident	952	932	2.15%
						Reciprocal	485	482	0.62%
						Limited Use	9,956	9,211	8.09%
						<b>Total Active</b>	<b>221,263</b>	<b>214,174</b>	<b>3.31%</b>

Notes for Month - Closed 11/11, 11/28, 11/29 for holidays

	2024	2023	Change
<b>WiFi Sessions</b>	115,778	111,970	3.40%
<b>WiFi Users</b>	9,133	9,337	-2.18%
<b>Website Users</b>	80,393	84,125	-4.44%
<b>Website Sessions</b>	112,240	112,508	-0.24%
<b>Database Use</b>	7,399	8,243	-10.24%

# LINCOLN CITY LIBRARIES

## Monthly Categorical Report

November 30, 2024

	Budget Amount	Budgeted Year-to-Date	Expended Year-to-Date	Balance	Current Month Expended
<b>Administration-Div. 1</b>					
Personnel	\$ 992,911.00	\$ 248,227.75	\$ 252,861.17	\$ 740,049.83	\$ 70,702.96
Supplies	33,000.00	8,250.00	7,501.21	25,498.79	3,433.54
Services & Charges	170,885.00	42,721.25	128,618.47	42,266.53	1,754.40
Other	7,000.00	1,750.00	-	7,000.00	-
<b>Total</b>	<b>\$ 1,203,796.00</b>	<b>\$ 300,949.00</b>	<b>\$ 388,980.85</b>	<b>\$ 814,815.15</b>	<b>\$ 75,890.90</b>
<b>Percent Expended</b>		<b>25.00%</b>	<b>32.31%</b>		
<b>Buildings &amp; Grounds-Div. 2</b>					
Personnel	\$ 133,429.00	\$ 33,357.25	\$ 34,025.87	\$ 99,403.13	\$ 10,113.07
Supplies	26,000.00	6,500.00	11,179.29	14,820.71	3,862.38
Services & Charges	1,459,636.00	364,909.00	227,341.67	1,232,294.33	46,319.62
Other	258,900.00	64,725.00	44,108.27	214,791.73	-
<b>Total</b>	<b>\$ 1,877,965.00</b>	<b>\$ 469,491.25</b>	<b>\$ 316,655.10</b>	<b>\$ 1,561,309.90</b>	<b>\$ 60,295.07</b>
<b>Percent Expended</b>		<b>25.00%</b>	<b>16.86%</b>		
<b>Public Service-Div. 3</b>					
Personnel	\$ 6,287,345.00	\$ 1,571,836.25	\$ 1,446,417.86	\$ 4,840,927.14	\$ 472,331.50
Supplies	81,900.00	20,475.00	6,772.60	75,127.40	1,672.41
Services & Charges	62,900.00	15,725.00	15,313.10	47,586.90	2,470.07
Other	-	-	-	-	-
<b>Total</b>	<b>\$ 6,432,145.00</b>	<b>\$ 1,608,036.25</b>	<b>\$ 1,468,503.56</b>	<b>\$ 4,963,641.44</b>	<b>\$ 476,473.98</b>
<b>Percent Expended</b>		<b>25.00%</b>	<b>22.83%</b>		
<b>Support Services-Div. 4</b>					
Personnel	\$ 1,300,778.00	\$ 325,194.50	\$ 330,310.96	\$ 970,467.04	\$ 95,782.07
Supplies	62,000.00	15,500.00	24,323.00	37,677.00	3,485.02
Services & Charges	434,203.00	108,550.75	296,745.65	137,457.35	20,022.47
Other	1,005,000.00	251,250.00	373,799.94	631,200.06	63,974.92
<b>Total</b>	<b>\$ 2,801,981.00</b>	<b>\$ 700,495.25</b>	<b>\$ 1,025,179.55</b>	<b>\$ 1,776,801.45</b>	<b>\$ 183,264.48</b>
<b>Percent Expended</b>		<b>25.00%</b>	<b>36.59%</b>		
<b>Total Library Operational</b>					
Personnel	\$ 8,714,463.00	\$ 2,178,615.75	\$ 2,063,615.86	\$ 6,650,847.14	\$ 648,929.60
Supplies	202,900.00	50,725.00	49,776.10	153,123.90	12,453.35
Services & Charges	2,127,624.00	531,906.00	668,018.89	1,459,605.11	70,566.56
Other	1,270,900.00	317,725.00	417,908.21	852,991.79	63,974.92
<b>Total</b>	<b>\$ 12,315,887.00</b>	<b>\$ 3,078,971.75</b>	<b>\$ 3,199,319.06</b>	<b>\$ 9,116,567.94</b>	<b>\$ 795,924.43</b>
<b>Percent Expended</b>		<b>25.00%</b>	<b>25.98%</b>		
<b>Other Library Fund Appropriations</b>					
	<b>Amount Appropriated</b>		<b>Expended Year-to-Date</b>	<b>Balance</b>	<b>Current Month Expended</b>
FY 2023-24 Reappropriated	\$ 706,661.00		\$ -	\$ 706,661.00	\$ -



**LINCOLN CITY LIBRARIES - FUND BALANCES**  
**November 2024**

	<b>Beginning Balance</b>	<b>Receipts</b>	<b>Expended</b>	<b>Ending Balance</b>
<b><u>GRANT FUNDS</u></b>				
Net Lender Fund	\$ 1,134.65	\$ 357.50	\$ -	1,492.15
NLC Youth Grant 2024	896.43	-	72.67	823.76
NLC NE eReads Grant 2024	47,955.00	-	-	47,955.00
State Aid 2023	17,608.44	-	953.94	16,654.50
State Aid 2024	52,993.00	-	-	52,993.00

**DONATED FUNDS**

Heritage Room	\$ 149,662.45	\$ -	\$ 2,164.07	147,498.38
Polley Music Library	235,109.42	-	8,581.65	226,527.77
Joseph J. Hompes	129,564.33	-	-	129,564.33
Misc. Library Donations	727,938.11	38.50	6,863.73	721,112.88
Alice Nielsen	85,118.83	-	-	85,118.83
Dorothy Holland	122,439.42	-	-	122,439.42
Glennis Leapley	65,128.58	-	-	65,128.58
Lincoln Cares	30,107.33	350.85	-	30,458.18

**APPROPRIATED FUNDS**

	<b>Budget</b>	<b>Expended</b>		<b>Balance</b>
		<b>Nov 2024</b>	<b>Exp-to-Date</b>	
Heritage Room FY 2024-25	\$ 36,153.00	\$ 2,164.07	\$ 9,122.19	27,030.81
Polley Music Library FY 2024-25	124,459.00	8,581.65	30,053.17	94,405.83
Keno FY 2023-24	85,717.00	27,366.00	74,654.86	11,062.14
Keno FY 2024-25	1,039,500.00	-	-	1,039,500.00
<b>Capital Improvement Projects</b>				
FY 2021-22 Bookmobile	587,148.76	-	-	587,148.76
FY 2022-23 Bennett Martin Elevator 1-4	200,000.00	3,117.19	20,640.85	179,359.15
FY 2024-25 Bennett Martin Improvements	250,000.00	-	-	250,000.00

## **AGREEMENT BETWEEN THE LINCOLN CITY LIBRARIES AND THE FOUNDATION FOR LINCOLN CITY LIBRARIES**

This Agreement (“Agreement”) is entered into by and between the City of Lincoln, doing business as Lincoln City Libraries (“LCL”) and the Foundation for Lincoln City Libraries (“Foundation”) as of the date of LCL’s execution below. In consideration of the mutual covenants and promises contained herein, LCL and Foundation do agree as follows:

### **1. FOUNDATION’S RESPONSIBILITIES.**

a. Library Programs/Services Support. Foundation may assist LCL in fulfilling LCL’s responsibilities under its adopted areas plan and, in particular, may assist LCL by providing funds and services for the management, maintenance, and support of the various library programs and/or services established within the designated areas of LCL.

b. Fundraising. Foundation will conduct periodic fund drives, both general and project specific, for the purpose of obtaining charitable donations to be utilized in the provision of LCL’s programs and/or services within LCL’s designated area and in accordance with LCL’s missions and goals. The funds so raised may be utilized directly by Foundation for these purposes or may be transferred to LCL, as from time to time may be determined by Foundation, but in any event all funds so solicited and received shall be initially accepted in the name of Foundation and the solicitations shall be conducted in the name of Foundation. The name of the City of Lincoln shall not be used for the purpose of such solicitations and no prospective donor shall be advised that any such donation is being made to the City of Lincoln. Notwithstanding anything to the contrary contained herein, it is agreed that Foundation is entitled to use Foundation’s name for the purpose of such solicitations and to advise prospective donors that such donation is being made to Foundation.

c. Other Duties. When LCL and Foundation mutually determine in writing that it is necessary and appropriate, Foundation shall act as a conduit on behalf of LCL, with the approval of both parties, for contracting with other agencies of government, obtaining grants, or taking other actions in which it is necessary that an organization with 501(c)(3) designation act as contractor, grantee, or otherwise. It is understood and agreed that any grant so submitted shall be in the name of Foundation.

d. Reports. Foundation shall provide LCL with its annual audits.

### **2. LIBRARY’S RESPONSIBILITIES.**

a. Meeting Space. LCL shall accommodate and provide Foundation with space for Foundation meetings, which meetings are not subject to the requirements of the Open Meetings Act to provide notice to the public or provide an agenda.

b. Promotion. LCL shall make available LCL system to promote and/or advertise Foundation events, meetings, and products to the extent allowed by the Lincoln Municipal Code and other governing law. LCL shall provide a link to Foundation’s web site from LCL’s web site.

c. Proposals. LCL shall, on an as needed basis, provide proposals for funding consideration that meet Foundation’s funding guidelines and/or strategic plan. LCL shall also provide general advice and support to Foundation.

d. Use of Funds. LCL shall use funds raised by Foundation to supplement government funding and not supplant government funding of LCL and use funds raised by Foundation only for the purposes for which the funds were raised and given to LCL, including using any “restricted funds” for their intended purposes, with such limitations as provided by Lincoln Municipal Code and other governing law.

e. Reports. LCL shall provide Foundation with an accounting report on the use of funds given to LCL by Foundation at such times as are necessary and reasonably requested by Foundation in writing, but in no event less than annually.

**3. FOUNDATION EXPENSES.**

All correspondence of Foundation shall be on Foundation letterhead, and Foundation shall pay all direct costs of paper, printing, postage, and copying; provided, however, Foundation may utilize copying equipment of LCL subject to reimbursement by Foundation for all accrued costs.

**4. TERM.**

The term of this Agreement shall commence on January 1, 2025 and shall terminate on December 31, 2025. This Agreement may be renewed for additional one (1) year terms upon the same terms by written signed amendment.

**5. TERMINATION FOR BREACH.**

Either party has the right to terminate this Agreement if the other party fails to perform as required in this Agreement. Termination rights under this section may be exercised only after the non-breaching party notifies the breaching party in writing of the failure to perform and the breaching party fails to cure the breach within thirty (30) days of receipt of such written notice.

**6. TERMINATION FOR CONVENIENCE.**

LCL and Foundation each have the right to terminate this Agreement for any reason for its own convenience. If LCL terminates this Agreement for convenience, LCL shall provide Foundation with thirty (30) days written notice of the termination. Upon termination, LCL shall pay Foundation for any approved and documented services completed up to the date of termination, but not to exceed the maximum amount allowed by this Agreement. If Foundation terminates this Agreement prior to receipt of any of the Sale Media, no payment shall be due or payable to LCL.

**7. NO COMPENSATION.**

It is understood and agreed by and between LCL and Foundation that the purpose of this Agreement is to further the mutual goals of Foundation and LCL by improving the provision of library programs and/or services within LCL’s designated areas, and neither party shall provide monetary compensation to the other party for any of the activities or services rendered, performed, or provided by either, except for reimbursements as provided in paragraph 3 or as may hereinafter be agreed upon in writing.

**8. INDEPENDENT CONTRACTOR.**

LCL is interested only in the results produced by this Agreement. Foundation has sole and exclusive charge and control of the manner and means of its performance. Foundation shall perform as an independent contractor, and it is expressly understood that Foundation's officers, board members, staff, and volunteers are not employees of City of Lincoln and, thus, they are not entitled to any City benefits including, but not limited to, overtime, retirement benefits, compensation, workers compensation, sick leave, or injury leave. Nothing contained herein shall be deemed to change or alter Foundation's status as a 501(c) (3) organization.

**9. INDEMNIFICATION.**

To the fullest extent permitted by law, Foundation shall indemnify, defend and hold harmless LCL, its officers, agents and employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of this Agreement, that results in any claims for damage whatsoever, including without limitation, any bodily injury, sickness, disease **including COVID-19 or novel coronavirus**, death, or any injury to or destruction of tangible or intangible property, including any loss of use resulting there from that is caused by the intentional or negligent act or omission of Foundation or anyone for whose acts any of them may be liable. This section will not require Foundation to indemnify or hold harmless LCL for any losses, claims, damages, and expenses arising out of or resulting from the negligence of LCL. LCL does not waive its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law. This section survives any termination of this Agreement. These obligations remain continuous and uninterrupted for the entire term of the Agreement.

**10. INSURANCE.**

A. Foundation shall maintain General Liability Insurance at its own expense during the life of this Agreement, naming and protecting Foundation and City of Lincoln, its officials, employees and volunteers as insured, against claims for damages resulting from (a) all acts or omissions, (b) bodily injury, including wrongful death, (c) personal injury liability, and (d) property damage which may arise from operations under this Agreement whether such operations by Foundation and Foundation's agents. The minimum acceptable limits of liability to be provided by such insurance shall be as follows:

1. All Acts or Omissions - \$1,000,000 each Occurrence; \$2,000,000 Aggregate;
2. Bodily Injury/Property Damage - \$1,000,000 each Occurrence; \$2,000,000 Aggregate;
3. Personal Injury Damage - \$1,000,000 each Occurrence;
4. Contractual Liability - \$1,000,000 each Occurrence;
5. Products Liability and Completed Operations - \$1,000,000 each Occurrence;
6. Medical Expenses (any one person) - \$10,000;
7. Fire Damage (any one fire) - \$100,000.

B. A Certificate of Insurance for its General Liability Insurance shall be provided and attached to this Agreement by Foundation. The City of Lincoln shall be specifically named as an additional insured on the General Liability Insurance.

C. Foundation is required to provide City with thirty (30) days notice of cancellation, non-renewal or any material reduction of insurance as required by this Agreement.

**11. FAIR EMPLOYMENT, FAIR LABOR STANDARDS.**

Foundation shall not discriminate against any employee with respect to compensation, terms, advancement potential, conditions, or privileges of employment, because of such person's race, color, religion, sex, disability, national origin, ancestry, age, or marital status pursuant to the requirements of Lincoln Municipal Code Chapter 11.08, and Neb. Rev. Stat. 48-1122, as amended. Foundation shall maintain Fair Labor Standards in the performance of this Agreement, as required by Chapter 73, Nebraska Revised Statutes, as amended.

**12. AUDIT.**

Foundation shall be subject to audit pursuant to Chapter 4.66 of the Lincoln Municipal Code and when properly and reasonably requested in writing shall make available to City's auditor, as defined therein, copies of only those financial and performance related records and materials germane to the activities expressly provided for in this Agreement, as allowed by law, if any.

**13. NEBRASKA LAW.** This agreement shall be governed and interpreted by the laws of the State of Nebraska without reference to the principles of conflicts of law.

**14. INTEGRATION, AMENDMENTS, ASSIGNMENT, SEVERABILITY, WAIVER.**

This Agreement represents the entire agreement between the parties and all prior negotiations and representations are hereby expressly excluded from this Agreement. This Agreement may be amended only by written agreement of both parties. This Agreement may not be assigned without the prior written consent of the other party, and Foundation shall not sublet or in any manner transfer this Agreement or the use of the Premises provided herein without the previous written consent of City. Each section of this Agreement is hereby declared to be independent of every other section so far as inducement for the acceptance of this Agreement and invalidity of any section of this Agreement shall not invalidate any other section thereof. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of the right of that party to subsequently enforce and compel strict compliance with every provision of this Agreement. This Agreement shall be construed and interpreted under the laws of the State of Nebraska.

**15. E-VERIFY.**

In accordance with Neb. Rev. Stat. 4-108 through 4-114, Foundation agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. Foundation shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A. 1324b. Foundation shall require any subcontractor to comply with the provisions of this section. For information on the E-Verify Program, go to [www.uscis.gov/verify](http://www.uscis.gov/verify).

**16. CAPACITY.**

The undersigned person representing Foundation does hereby agree and represent that he or she is legally capable to sign this Agreement and to lawfully bind Foundation to this Agreement.

IN WITNESS WHEREOF, City of Lincoln and the Foundation for Lincoln City Libraries do hereby execute this Agreement.

**LINCOLN CITY LIBRARIES**

\_\_\_\_\_  
Library Board President

\_\_\_\_\_  
Date

**FOUNDATION FOR LINCOLN CITY LIBRARIES**

\_\_\_\_\_  
Foundation Board President

\_\_\_\_\_  
Date

**SERVICE AGREEMENT BETWEEN  
CITY OF LINCOLN AND FOUNDATION FOR LINCOLN CITY LIBRARIES  
REGARDING BOOK SALES**

**1. INTRODUCTION.**

This Agreement is between the City of Lincoln, Nebraska on behalf of Lincoln City Libraries (“LCL”) and the Foundation for Lincoln City Libraries (“Foundation”) for book sales.

**2. SERVICES.**

Foundation and LCL enter this Agreement for Foundation to conduct sale of books, periodicals, audio recordings, and other library media through (1) book nook shelves at various library branches (“Book Nooks”), (2) through electronic sales through Thriftbooks or other vendors, and (3) potentially through in-person book sale(s) in 2025 (“Book Sale”). The source of the materials that LCL shall cull or extract from general circulation or receive as donations from other sources that shall not be a part of the LCL’s collection as of the date of the Book Sale and that are specifically dedicated to the Book Sale (“Sale Media”). Title to the Sale Media shall at all times remain with LCL until such Sale Media is recycled or otherwise disposed of by Foundation through Book Nooks or the Book Sale. LCL and Foundation also agree as follows:

- A. Foundation is granted authority and control to conduct the Book Sale and the Book Nooks in the manner it deems appropriate; and Foundation and LCL shall establish mutually agreeable written guidelines regarding how acceptance of donated Sale Materials, sorting, storage, monitoring of volunteers, and sales in Book Nooks shall be conducted during the course of this Agreement.
- B. Foundation shall be solely responsible for volunteers performing activities in library branches or at the Book Sale venue to facilitate the Book Sale or the Book Nooks.
- C. Foundation shall pay for all expenses connected with the Book Sale and the Book Nooks, but LCL may provide at its discretion minor non-monetary assistance as it deems necessary.
- D. All advertising and terms of Book Sale and Book Nooks shall be reviewed and approved by the Library Director, but approval shall not be unreasonably withheld. Foundation is permitted to state in advertising that the sale proceeds will support LCL. LCL shall also permit advertisement of the Book Sale in LCL’s libraries. Signage for the Book Nooks in library branches shall be mutually agreed upon by the parties.
- E. LCL shall extract Sale Media from general circulation and receive donations of Sale Media from the public for the Book Sale at its library branches. LCL will store the Sale Media, in its discretion, until regular pickup by Foundation or its agent, but shall allow for use of limited space in the discretion of LCL for sorting and distribution for sale in the Book Nooks. Foundation shall pay for any storage expenses for its own storage at another location. LCL shall receive donations of Sale Media from the public at all libraries during normal library hours. Foundation shall also be authorized to receive donations of Sale Media from the public from time to time and to the extent donations are received Foundation shall coordinate and cooperate with LCL regarding storage of same prior to disposal.
- F. Foundation shall pay for the moving and storage of the Sale Media from LCL properties until the Book Sale on a schedule to be coordinated by and between Foundation, LCL, and

the entity performing moving and storage. Foundation shall schedule and pay for the delivery of Sale Media from storage to the venue for the Book Sale. Foundation's agents may also receive Sale Media from third parties to be sold at the Book Sale or Books Nooks which shall be stored by Foundation.

- G. LCL shall not sponsor adult programming at any of its locations during the Book Sale without the mutual consent of Foundation and LCL.
- H. LCL shall publicize the dates, times, and location of the Book Sale through its usual communication outlets, including, but not limited to print, electronic, and social media outlets.
- I. Foundation shall obtain and provide the venue for any Book Sale off-premises. Foundation shall be responsible for all aspects of the Book Sale, including any staffing, dates of the Book Sale, and marketing efforts regarding the Book Sale.
- J. Foundation shall maintain accurate records and receipts from sales at the Book Sale and shall at a minimum provide a preliminary written accounting of the Book Sale's gross sales, all related costs or expenses, sales tax, income, or other deductions or profit to LCL within thirty (30) working days of the conclusion of the Book Sale. Such accounting shall provide a calculation of the net amount realized from the Book Sale.
- K. Foundation may extract items from the Sale Media after pickup from LCL for sale through electronic or other means such as Thriftbooks, and such sales shall be subject the terms of this Agreement. Such sales and amounts shall be included in the accounting mentioned above and as a part of the net sales for the purpose of compensation.
- L. Foundation shall recycle or otherwise dispose of the Sale Media if not sold, but any profit from said recycling or disposal should be included in the gross sales for the purpose of compensation.

### **3. DUTIES GENERALLY.**

Foundation agrees as follows:

- A. To timely and professionally complete the services as described above, to furnish the labor, and pay all their own costs, including any taxes, required to complete the services.
- B. To furnish everything reasonably necessary to complete the services unless specifically provided otherwise in this Agreement.
- C. To apply for and obtain any and all necessary permits, certifications, licenses, variances, leases, and approvals required by any applicable law or regulations that relate to the services.
- D. To conduct all activities related to the services in a lawful and reasonable manner.
- E. Provide and perform all necessary labor in a professional and workmanlike manner and in accordance with the provisions of this Agreement.
- F. To undertake all reasonable actions which will minimize the costs incurred with respect to the Sales Media and the Book Sale.

LCL agrees to perform all of its duties and responsibilities hereunder in a timely manner so as to assist and facilitate Foundation in performing its duties and responsibilities and to fully cooperate with Foundation to the extent reasonable and proper so as to assist Foundation regarding the Book Sale.



**4. INDEPENDENT CONTRACTOR.**

LCL is interested only in the financial results produced by this Agreement. Foundation has sole and exclusive charge and control of the manner and means of the marketing, staffing, and overall performance of the Book Sale and Book Nooks. Foundation shall perform as an independent contractor, and it is expressly understood that Foundation's officers, board members, staff, and volunteers are not employees of City and, thus they are not entitled to any City benefits including, but not limited to, overtime, retirement benefits, compensation, workers compensation, sick leave, or injury leave. Nothing contained herein shall be deemed to change or alter Foundation's status as a 501(c)(3) organization.

**5. TERM.**

The term of this Agreement shall commence on January 1, 2025 and shall terminate on December 31, 2025. This Agreement may be renewed for additional one (1) year terms upon the same terms by written signed amendment.

**6. COMPENSATION.**

Foundation shall be compensated in the amount of ten percent (10%) of the net sale proceeds as provided for performing the services as described above. The total compensation paid to Foundation for services shall not exceed \$25,000. All remaining net sales proceeds (i.e. net of the actual and reasonable costs incurred by Foundation in preparing for and conducting the Book Sale as reflected in the accounting provided for above), shall be paid to LCL to be placed in an appropriate account as designated by the Library Director within ninety (90) working days of the conclusion of the Book Sale or on or before February 28, 2025, whichever shall occur first. Foundation shall not receive any compensation if sales results in no net income, regardless of early termination by either party.

**7. TERMINATION FOR BREACH.**

Either party has the right to terminate this Agreement if the other party fails to perform as required in this Agreement. Termination rights under this section may be exercised only after the non-breaching party notifies the breaching party in writing of the failure to perform and the breaching party fails to cure the breach within thirty (30) days of receipt of such written notice.

**8. TERMINATION FOR CONVENIENCE.**

LCL and Foundation each have the right to terminate this Agreement for any reason for its own convenience. If LCL terminates this Agreement for convenience, LCL shall provide Foundation with thirty (30) days written notice of the termination. Upon termination, LCL shall pay Foundation for any approved and documented services completed up to the date of termination, but not to exceed the maximum amount allowed by this Agreement. If Foundation terminates this Agreement prior to receipt of any of the Sale Media, no payment shall be due or payable to LCL.

**9. TERMINATION FOR LACK OF FUNDING.**

LCL may terminate this Agreement in whole or in part when funding is not lawfully available for expenditure or when sources of funding are terminated, suspended, reduced, or otherwise not forthcoming through no fault of LCL. In the event of unavailability of funds to pay any amounts due under this Agreement, LCL shall immediately notify Foundation and this Agreement shall terminate without penalty or expense to LCL. If such notification is received by Foundation after

receipt of all or any of the Sale Media, Foundation may at its sole discretion proceed to conduct the Book Sale in whatever manner it deems reasonable and appropriate and after payment of all costs and expenses incurred Foundation shall pay over to the LCL one-half of the net income, if any, of the Book Sale.

**10. INDEMNIFICATION.**

To the fullest extent permitted by law, Foundation shall indemnify, defend and hold harmless LCL, its officers, agents and employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of this Agreement, that results in any claims for damage whatsoever, including without limitation, any bodily injury, sickness, disease **including COVID-19 or novel coronavirus**, death, or any injury to or destruction of tangible or intangible property, including any loss of use resulting there from that is caused by the intentional or negligent act or omission of Foundation or anyone for whose acts any of them may be liable. This section will not require Foundation to indemnify or hold harmless LCL for any losses, claims, damages, and expenses arising out of or resulting from the negligence of LCL. LCL does not waive its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law. This section survives any termination of this Agreement. These obligations remain continuous and uninterrupted for the entire term of the Agreement.

**11. INSURANCE.**

A. Foundation shall maintain General Liability Insurance at its own expense during the life of this Agreement, naming and protecting Foundation and City of Lincoln, its officials, employees and volunteers as insured, against claims for damages resulting from (a) all acts or omissions, (b) bodily injury, including wrongful death, (c) personal injury liability, and (d) property damage which may arise from operations under this Agreement whether such operations by Foundation and Foundation's agents. The minimum acceptable limits of liability to be provided by such insurance shall be as follows:

1. All Acts or Omissions - \$1,000,000 each Occurrence; \$2,000,000 Aggregate;
2. Bodily Injury/Property Damage - \$1,000,000 each Occurrence; \$2,000,000 Aggregate;
3. Personal Injury Damage - \$1,000,000 each Occurrence;
4. Contractual Liability - \$1,000,000 each Occurrence;
5. Products Liability and Completed Operations - \$1,000,000 each Occurrence;
6. Medical Expenses (any one person) - \$10,000;
7. Fire Damage (any one fire) - \$100,000.

B. A Certificate of Insurance for its General Liability Insurance shall be provided and attached to this Agreement by Foundation. The City of Lincoln shall be specifically named as an additional insured on the General Liability Insurance.

C. Foundation is required to provide City with thirty (30) days notice of cancellation, non-renewal or any material reduction of insurance as required by this Agreement.

**12. AUDIT.**

Foundation shall be subject to audit pursuant to Chapter 4.66 of the Lincoln Municipal Code and when properly and reasonably requested in writing shall make available to City's auditor, as

defined therein, copies of only those financial and performance related records and materials germane to the activities expressly provided for in this Agreement, as allowed by law, if any.

**13. FAIR EMPLOYMENT, FAIR LABOR STANDARDS.**

Foundation shall not discriminate against any employee with respect to compensation, terms, advancement potential, conditions, or privileges of employment, because of such person's race, color, religion, sex, disability, national origin, ancestry, age, or marital status pursuant to the requirements of Lincoln Municipal Code Chapter 11.08, and Neb. Rev. Stat. § 48-1122, as amended. Foundation shall maintain Fair Labor Standards in the performance of this Agreement, as required by Chapter 73, Nebraska Revised Statutes, as amended.

**14. NEBRASKA LAW.**

This Agreement shall be governed and interpreted by the laws of the State of Nebraska without reference to the principles of conflicts of law.

**15. INTEGRATION, AMENDMENTS, ASSIGNMENT, SEVERABILITY, WAIVER.**

This Agreement represents the entire agreement between the parties and all prior negotiations and representations are hereby expressly excluded from this Agreement. This Agreement may be amended only by written agreement of both parties. This Agreement may not be assigned without the prior written consent of the other party. Each section of this Agreement is hereby declared to be independent of every other section so far as inducement for the acceptance of this Agreement and invalidity of any section of this Agreement shall not invalidate any other section thereof. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of the right of that party to subsequently enforce and compel strict compliance with every provision of this Agreement. This Agreement shall be construed and interpreted under the laws of the State of Nebraska.

**16. E-VERIFY.**

In accordance with Neb. Rev. Stat. Section 4-108 through 4-114, Foundation agrees to register with a federal immigration verification system to determine the work eligibility status of any new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C.1324a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. Foundation shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A.1324b.

**17. CAPACITY.**

The undersigned person representing Foundation does hereby agree and represent that he or she is legally capable to sign this Agreement and to lawfully bind Foundation to this Agreement.

IN WITNESS WHEREOF, City of Lincoln and the Foundation for Lincoln City Libraries do hereby execute this Agreement.

LINCOLN CITY LIBRARIES

\_\_\_\_\_  
Library Board President

\_\_\_\_\_  
Date

FOUNDATION FOR LINCOLN CITY LIBRARIES

\_\_\_\_\_  
Foundation Board President

\_\_\_\_\_  
Date

# Library Board Meeting Minutes

TUESDAY, OCTOBER 15, 2024, 6:00 p.m.

WALT BRANCH LIBRARY

LINCOLN, NEBRASKA

## BOARD MEMBERS PRESENT

Lisa Hale, Dan Sloan, Terri Dunlap, Nichole Bogen, Patty Beutler, Joe Shaw, Morgan Gerteisen present. A quorum was present. Jackie Ostrowicki arrived later.

## CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS ACT

President Shaw called the meeting to order at 6:00 p.m. and announced the Open Meetings Law was posted and available for review.

## APPROVAL OF AGENDA

Shaw noted that the Agenda/Meeting Notice was posted according to the Open Meetings Act of the State of Nebraska. Shaw asked for a motion to approve the Agenda as posted. Beutler so moved. Sloan seconded. There was no discussion. **ROLL CALL VOTE:** Gerteisen, Hale, Beutler, Dunlap, Shaw, Sloan – AYE. Motion carried 6-0.

## PUBLIC COMMENT ON AGENDA ITEMS

No Public Comment.

## APPROVAL OF SEPTEMBER 17, 2024 MEETING MINUTES

Shaw asked for a motion to approve the minutes as written. Hale so moved. Beutler seconded. There was no discussion. **ROLL CALL VOTE:** Hale, Beutler, Dunlap, Shaw, Sloan, Gerteisen – AYE. Motion carried 6-0.

## STANDING COMMITTEE REPORTS

### Committee on Administration

No report

### Committee on Buildings and Grounds

No report

### Committee on Finance

#### Approval of Monthly Recap of Expenditures for July, 2024

Treasurer Hale shared that the total Operational expenditures were \$1,014,519.91. Expenditures from other funds totaled \$32,931.57 for Total Expenditures of \$1,047,451.48. Hale moved approval of the report. Dunlap seconded.

**ROLL CALL VOTE:** Beutler, Dunlap, Shaw, Sloan, Gerteisen, Hale – AYE. Motion carried 6-0.

## SPECIAL COMMITTEE REPORTS

### Foundation Executive Director Report

Gail McNair provided invitations to the upcoming Spelling Bee, reminding all that spellers and cheerleaders are still needed. President Shaw volunteered to be a speller and McNair promised to sponsor him. She reported that

the 2024 membership drive ended in October, and brought in \$58,346.70, nearly \$6,000 more than last year but with four fewer donors. Regarding Book Nooks, September was a record-breaking month, bringing in \$2,800 from the six libraries, including nearly \$1,200 from Gere alone. Brief discussion followed. Ostrowicki arrived at this time.

## NEW BUSINESS

### Mail Management Agreement

Director Wieber explained this is an agreement with Mail Management Services who provide the library's daily delivery of mail, books and office materials between libraries every day except Sundays. He reported that we've been with this company for at over six years and have received good service. The one difference this year is an increase in cost requested by the company in order to pay the delivery driver a competitive wage. He explained that while the ask is more than what we'd normally be happy with, it's understandable in the current hiring environment. He also noted that if cost continued to rise, the contract could be re-bid. The new annual amount is not to exceed \$88,000 for the next year. Beutler moved approval. Ostrowicki seconded.

Discussion: Sloan noted that when the Security contract asked for an increase for guard wages, they included a mechanism to show that cost was passed through to their staff. He asked if there was any such plan to verify these increases with Mail Management. Discussion followed, and it was determined that while Purchasing made no change in the contract language for this year, asking for verification now and a change in language for next year would be appropriate. **ROLL CALL VOTE:** Ostrowicki, Dunlap, Shaw, Sloan, Gerteisen, Hale, Beutler – AYE. Motion carried 7-0.

### Walt Branch Report

Director Wieber shared that at the Nebraska Library Association conference in Kearney the second week in October he attended the excellent presentation put on by Walt staff, Librarian Vicki Clarke and Library Service Associate Liz Claymon about their program, Circle of Friends. He invited them to give a condensed version of their presentation to the Board. He commended the pair on the program that not only engages community members, but provides them an opportunity to make connections interact with one another.

Clarke and Claymon shared that Circle of Friends developed after staff observed that this was a community of adults with disabilities who visited the library, often with their staff, but who weren't making full use of the library and all its offerings. Given the library's stated mission to increase accessibility to library services, staff was inspired to look around at library offerings and adapt them to meet the needs of this community. They identified a lack of opportunities for interaction between adults who are being served by different organizations and who rarely, if ever have the opportunity to gather together. They also identified the fact that staff turnover is high, due to which maintaining relationships between staff and the adults they serve can suffer.

This program provides folks (accompanied by their support person) with activities like music, art, games and puzzles they can participate in, alone or together, adapted to their abilities, their likes and their age. The program information was shared directly with caregivers and tailored to work with their schedules. The programs are offered at times when staff know the service providers are available to provide transportation and supervision. The program is marketed directly within the building, online, and Claymon went on Channel 10/11's First at Four program to promote the program. The number of participants continues to increase.

Walt's program schedule has increased from bimonthly to weekly to accommodate increasing numbers of participants, and Gere Library is now offering a similar program on a different day to accommodate more folks' schedules. Benefits have included peers reconnecting with others they went to school with or participated in other

programs with. Their staff are making connections and communicating between agencies, and connections with library staff have improved as well. Discussion followed.

Director Wieber congratulated Wyatt Packard on his new position as Director of Walt branch. Packard gave a brief report on Walt staff, circulation and programming. He highlighted Walt's Baby Storytimes, Makerspace, Teen Dice Guild, and encouraged all to view and vote for Walt's annual pumpkin decorating competition.

## PRESIDENT'S REPORT

The creativity and themes displayed in Walt's annual pumpkin decorating is remarkable – please go check out the pumpkins.

## ASSISTANT LIBRARY DIRECTOR'S REPORT

Assistant Director Glaesemann shared a hiring report – the system is much closer to being fully staffed. There are three currently vacant positions, and multiple positions working through the hiring process. She gave an overview of staff who presented at the NLA conference in addition to Claymon and Clarke. Heath Gewecke gave a presentation on increasing diversity in hiring and received good feedback. Packard and retired Youth Services Director Vicki Wood gave a presentation on Intellectual Freedom.

Glaesemann reported on the Southern Heights Food Forest program – a publicly available space for residents to have plots to grow food plants available for forage, and announced an upcoming collaboration with them at Eiseley Branch library. Related education and programming will be held at the library.

## LIBRARY DIRECTOR'S REPORT

Director Wieber reported on the previous night's One Book One Lincoln finale featuring Amanda Peters, the winning author. One hundred seventy-five people attended the program at Lincoln High School. Librarian Jen Jackson interviewed the author on stage and the back and forth was relaxed, interesting and enjoyable. Brief discussion followed.

Wieber shared useful information about the committees on which Board members have been assigned to serve, and advised that quarterly meeting dates will be sent out shortly. Brief discussion followed. He shared plans for upcoming arts collaborations at the library with Lincoln Arts Council.

## PUBLIC COMMENT

There was no public comment.

There being no further business, the meeting was adjourned at 7:06 p.m.

## **LICENSE AGREEMENT BETWEEN LINCOLN CITY LIBRARIES AND FOUNDATION FOR LINCOLN CITY LIBRARIES FOR OFFICE SPACE**

This License Agreement (“Agreement”) is entered into by and between the City of Lincoln, doing business as Lincoln City Libraries (“LCL”) and the Foundation for Lincoln City Libraries (“Foundation”) as of the date of LCL’s execution below. In consideration of the mutual covenants and promises contained herein, LCL and Foundation do agree as follows:

### **1. PREMISES USE.**

LCL grants Foundation the right to occupy a portion of licensed office space at LCL’s Walt Branch Library, located at 6701 S. 14<sup>th</sup> Street, Lincoln, NE 68512 (the “Building”) of approximately 150 square feet located on the first floor on the southwest side of the Building, with an exterior entry directly into the office, which licensed office space shall hereinafter referred to as “Premises.” Foundation shall use the licenses Premises solely for operating an office on behalf of Foundation. Said use shall allow for general office hours for the public during the Building’s open hours. Foundation’s designated staff shall have access to the Premises outside of public hours. Any invited guests to the Building by Foundation outside of public hours shall be accompanied by Foundation staff, and Foundation assumes all responsibility for any invited guests at those times. Certain designated staff of LCL and designated contract workers shall have access to Foundation’s Premises. Foundation’s staff shall have access to the Building’s staff room.

### **2. TERM.**

The term of this Agreement shall commence on January 1, 2025 and shall terminate on December 31, 2025. This Agreement may be renewed for additional one (1) year terms upon the same terms by written signed amendment.

### **3. COMPENSATION.**

For the license of the Premises provided pursuant to this Agreement, Foundation agrees to pay LCL a total of \$1,200.00 per year for rental of the Premises for the term of the Agreement plus any additional expenses as outlined in this Agreement.

### **4. TERMINATION FOR BREACH.**

Either party has the right to terminate this Agreement if the other party fails to perform as required in this Agreement. Termination rights under this section may be exercised only after the non-breaching party notifies the breaching party of the failure to perform in writing upon giving the other party thirty (30) days written notice. Foundation shall be reimbursed any rental payments on a pro-rata basis calculated from the effective date of the termination.

### **5. TERMINATION FOR CONVENIENCE.**

Either party has the right to terminate this Agreement for any reason for its own convenience. If LCL terminates this Agreement for convenience, LCL shall provide Foundation with thirty (30) days written notice of the termination. Foundation shall be reimbursed any rental payments on a pro-rata basis calculated from the effective date of the termination.



**6. RESPONSIBILITIES OF FOUNDATION.**

Foundation agrees to apply for and obtain any and all necessary permits, certifications, licenses, variances and approvals required by any applicable law or regulations that relate to the use of the Premises. Foundation shall observe and comply with all applicable present and future laws, ordinances, requirements, orders, directions, codes, rules and regulations of regulations of City, the State of Nebraska, and the United States, including all health, safety and Directed Health Measures. Janitorial services and utilities of electricity/water/sewer/garbage are included in the rental payment. **Foundation shall provide its own phone, phone service, and internet service and shall pay its own phone and internet service bill.** Foundation shall keep the Premises in a clean and sanitary condition. All furnishings for the Premises shall be provided by Foundation. The Premises shall be occupied solely by individuals associated with Foundation and shall only be used in a manner consistent with operating Foundation's business. Foundation shall pay all direct costs of paper, printing, postage, and copying; provided, however, Foundation may utilize copying equipment of LCL subject to reimbursement by Foundation for all accrued costs.

**7. RESPONSIBILITIES OF LCL.**

LCL shall permit Foundation to use LCL's facilities at no additional cost or expense for meetings in the Building for the Foundation Board of Directors or other meetings as reasonably requested in advance; however, LCL shall have first priority to use its own facilities. LCL shall repair and maintain the foundations, exterior walls (except store fronts, plate glass doors, and other breakable materials used in structural portions) pipes, plumbing, heating and cooling systems, electrical wiring, switches, fixtures, provide for roof repairs/replacement of the Building, and perform exterior maintenance of the Building and the surrounding grounds. LCL is not responsible to make any repairs or alterations to the Premises, or to do any remodeling or decoration, except as otherwise agreed to between the parties in writing in a separate Agreement.

**8. SEPARATION OF ENTITIES.**

Foundation is nonprofit 501(c)(3) corporation and a separate and distinct entity from LCL. It is expressly understood that Foundation's officers, board members, staff, and volunteers are not employees of City of Lincoln and, thus they are not entitled to any City benefits including, but not limited to, overtime, retirement benefits, workers compensation, sick leave, or injury leave. Nothing in this Agreement shall be interpreted as creating a partnership, joint venture or relationship of principal and agent between the parties. Foundation covenants to remain a nonprofit corporation in good standing under Nebraska law and a tax-exempt organization under IRS Section 501(c)(3) for so long as this Agreement remains in effect and shall provide City with a copy of its IRS 501(c)(3) designation letter upon request.

**9. ALTERATIONS AND IMPROVEMENTS, SURRENDER.**

Upon termination of the Agreement, Foundation shall surrender the Premises in the same condition as received, ordinary wear and tear. Foundation shall make no alteration or additions to Premises without first obtaining the LCL's written consent. Foundation shall have the right to construct, at its expense, on the Premises, improvements (all of which shall be considered to be the property of Foundation during the terms of this Agreement) and to make all alterations or additions thereto and to remove, remodel, demolish, and rebuild the same, provided Foundation obtain LCL's written consent that all work shall be in accordance with applicable laws. All additions, fixtures and improvements made in or upon the Premises shall be LCL's property, and shall remain upon the Premises at the termination of this Agreement without compensation to Foundation unless

otherwise agreed to in writing. All Foundation's personal property not removed from the Premises within thirty (30) days of termination of the Agreement shall be conclusively presumed to have been abandoned by Foundation and forthwith become LCL's property.

**10. PREMISES "AS IS", PERSONAL PROPERTY.**

By taking possession of the Premises, Foundation accepts the Premises and the Building in its then current "as is" condition and acknowledges that the Premises and the Building are in good and satisfactory condition at the time Foundation takes possession of the Premises. No representations have been made by City as to the condition of the Premises and Building, including any sanitization with regard to COVID-19. Foundation agrees that LCL shall be permitted to enter upon the Premises at all reasonable times to examine the condition of the same. City is not in any way responsible for the personal property of Foundation or any of its employees, agents, or invitees kept, stored, or maintained on the Premises and in no way assumes responsibility for any loss of property through fire, theft, pilferage, malicious mischief, or any other happening whatsoever. City shall have no duty or responsibility to protect, secure, or defend the Premises from acts of vandalism, or any other damage or injury, other than those police protections provided to other property of the public in the City of Lincoln

**11. SIGNS.**

Foundation may erect signs as needed to identify and advertise its operation in or on the Building. Foundation must obtain LCL's permission before placing any signs on or about the Building and have LCL approval of the appearance of signs. Foundation shall, at Foundation's expense, remove all signs at the termination of this Agreement, and the removal shall be in such manner as to avoid any injury, defacement or overloading of the Building or other improvements.

**12. INDEMNIFICATION.**

To the fullest extent permitted by law, Foundation shall indemnify, defend and hold harmless LCL, its officers, agents and employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of this Agreement, that results in any claims for damage whatsoever, including without limitation, any bodily injury, sickness, disease **including COVID-19 or novel coronavirus**, death, or any injury to or destruction of tangible or intangible property, including any loss of use resulting there from that is caused by the intentional or negligent act or omission of Foundation or anyone for whose acts any of them may be liable. This section will not require Foundation to indemnify or hold harmless LCL for any losses, claims, damages, and expenses arising out of or resulting from the negligence of LCL. LCL does not waive its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law. This section survives any termination of this Agreement. These obligations remain continuous and uninterrupted for the entire term of the Agreement.

**13. INSURANCE.**

A. Foundation shall maintain General Liability Insurance at its own expense during the life of this Agreement, naming and protecting Foundation and City of Lincoln, its officials, employees and volunteers as insured, against claims for damages resulting from (a) all acts or omissions, (b) bodily injury, including wrongful death, (c) personal injury liability, and (d) property damage which may arise from operations under this Agreement whether such operations by Foundation

and Foundation's agents. The minimum acceptable limits of liability to be provided by such insurance shall be as follows:

1. All Acts or Omissions - \$1,000,000 each Occurrence; \$2,000,000 Aggregate;
2. Bodily Injury/Property Damage - \$1,000,000 each Occurrence; \$2,000,000 Aggregate;
3. Personal Injury Damage - \$1,000,000 each Occurrence;
4. Contractual Liability - \$1,000,000 each Occurrence;
5. Products Liability and Completed Operations - \$1,000,000 each Occurrence;
6. Medical Expenses (any one person) - \$10,000;
7. Fire Damage (any one fire) - \$100,000.

B. A Certificate of Insurance for its General Liability Insurance shall be provided and attached to this Agreement by Foundation. The City of Lincoln shall be specifically named as an additional insured on the General Liability Insurance.

C. Foundation is required to provide City with thirty (30) days notice of cancellation, non-renewal or any material reduction of insurance as required by this Agreement.

**14. AUDIT.**

Foundation shall be subject to audit pursuant to Chapter 4.66 of the Lincoln Municipal Code and shall make available to a contract auditor, as defined therein, copies of all financial and performance related records and materials germane to the activities in this Agreement, as allowed by law.

**15. NEBRASKA LAW.**

This Agreement shall be governed and interpreted by the laws of the State of Nebraska without reference to the principles of conflicts of law.

**16. INTEGRATION, AMENDMENTS, ASSIGNMENT, SEVERABILITY, WAIVER.**

This Agreement represents the entire agreement between the parties and all prior negotiations and representations are hereby expressly excluded from this Agreement. This Agreement may be amended only by written agreement of both parties. This Agreement may not be assigned without the prior written consent of the other party, and Foundation shall not sublet or in any manner transfer this Agreement or the use of the Premises provided herein without the previous written consent of City. Each section of this Agreement is hereby declared to be independent of every other section so far as inducement for the acceptance of this Agreement and invalidity of any section of this Agreement shall not invalidate any other section thereof. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of the right of that party to subsequently enforce and compel strict compliance with every provision of this Agreement. This Agreement shall be construed and interpreted under the laws of the State of Nebraska.

**17. E-VERIFY.**

In accordance with Neb. Rev. Stat. 4-108 through 4-114, Foundation agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States

Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. Foundation shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A. 1324b. Foundation shall require any subcontractor to comply with the provisions of this section. For information on the E-Verify Program, go to [www.uscis.gov/everify](http://www.uscis.gov/everify).

**18. CAPACITY.**

The undersigned person representing Foundation does hereby agree and represent that he or she is legally capable to sign this Agreement and to lawfully bind Foundation to this Agreement.

IN WITNESS WHEREOF, City of Lincoln and the Foundation for Lincoln City Libraries do hereby execute this Agreement.

**LINCOLN CITY LIBRARIES**

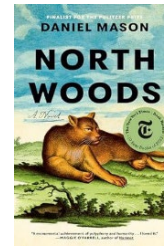
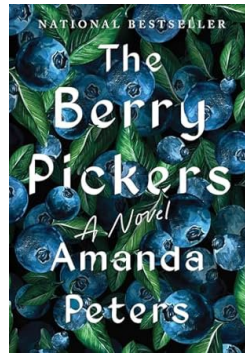
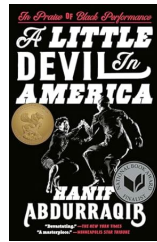
\_\_\_\_\_  
President of Library Board

\_\_\_\_\_  
Date

**FOUNDATION FOR LINCOLN CITY LIBRARIES**

\_\_\_\_\_  
Foundation Board President

\_\_\_\_\_  
Date



## 2024 ONE BOOK ONE LINCOLN ADULT COMMUNITY READING PROGRAM FINAL REPORT

Submitted by Jennifer Jackson, One Book One Lincoln Facilitator  
Sarah Dale, Administrative Aide

### Introduction:

The One Book One Lincoln (OBOL) season begins each year with a meeting of the Steering Committee to review the previous season, recommend changes and review applications for new Selection Committee members. After inclement weather delayed the initial Steering Committee meetings, members were able to meet on January 17 via zoom to review the 2023 program and to welcome the new Selection Committee Chair, Allysa Diehl.

The 2024 One Book One Lincoln Adult Community Reading Program officially began when the Selection Committee received titles nominated by the public between February 1, 2023 and January 31, 2024. Support Services compiled 133 nominations for 98 different titles and then reduced the list to 71 titles using vetting criteria such as title and format availability.

Over eight and a half weeks, the Selection Committee met four times, narrowing the initial list down to ten featured titles and finally, the top three titles. Those titles were released to the public on Memorial Day and the community was invited to read, attend programs and vote for their favorite title through August 31. The final winner was announced on Labor Day. Programming inspired by the top three titles was offered throughout the summer and into the fall, culminating in a live, in-person event with the winning author, Amanda Peters on October 14.

### Overview:

Members of the Selection Committee, headed by Chair Allysa Diehl, met for the first of four meetings on February 17. Unexpectedly, one of the members had to withdraw from the Committee due to health issues and Librarian Caitlin Lombardo left Lincoln City Libraries for a new opportunity, so the Selection Committee carried on with 15 members. At the final meeting on April 17, the Selection Committee members voted for the 2024 Top Three from the final ten titles. For the second year, Selection Committee members filmed book blurbs with LNKTv, which were posted to the library website and social media to promote, and generate excitement for, the Top Ten Titles. These well-received videos were then posted each week leading up to the Memorial Day announcement. The popular "Sneak Peek" of the top titles was on May 24, presented at the Bethany BookTalks meeting, by Program Facilitator, Jen Jackson.

The Top Three Finalists were presented to the public by Selection Committee Chair, Allysa Diehl at The Mill-Telegraph on Memorial Day, May 27, 2024. The titles were; *A Little Devil in America: In Praise of Black Performance* by Hanif Abdurraqib, *North Woods* by Daniel Mason, and *The Berry Pickers* by Amanda Peters.

The OBOL Programming Committee, comprised of library staff members, met via zoom for the first time on April 11 to review expectations and begin general brainstorming for programs to support the Top Three Finalists. Programming Committee members were chosen by their Branch Managers to represent the library locations. Six staff members, representing each service unit, shared ideas, suggested partnerships and planned programs to support the final titles.

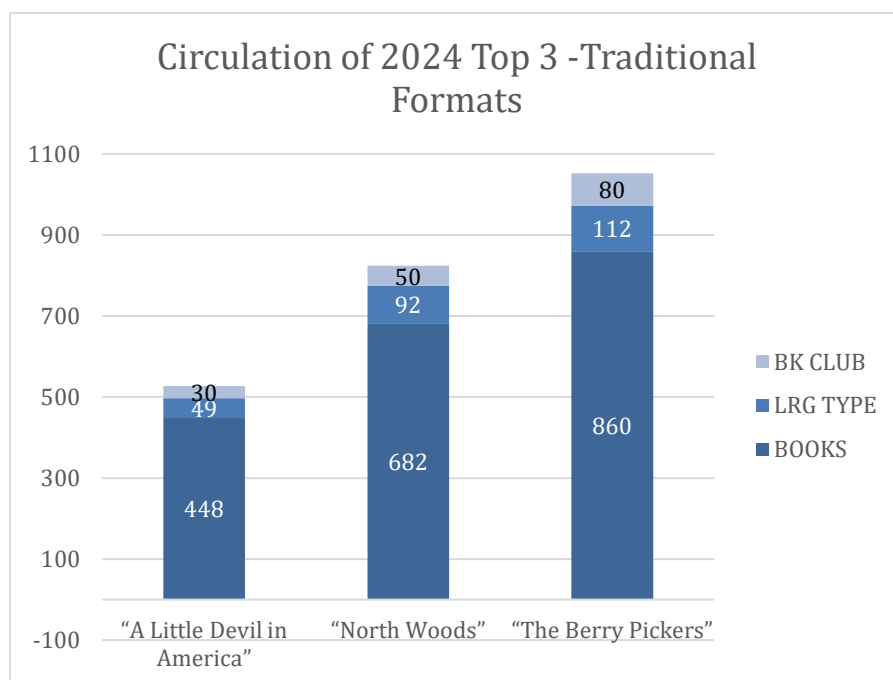
The voting reflected a very early trend for *The Berry Pickers* to win, which gave Steering Committee members the opportunity to solidify plans to bring the winning author to Lincoln for a live, in-person event. Held on Monday, October 14 in the Lincoln High School Auditorium, ‘An Evening with Amanda Peters’ was a big success!

**Circulation: 6,904** (includes print & digital of Top 3 + circ of 7 ‘Top 10’ titles)

Circulation statistics were gathered for all the top ten titles as feedback has shown that readers enjoy supplementing their personal lists with those titles while they wait for holds of the Top Three. Many of the titles were not available in CD or Large Type versions which may have impacted overall circulation. None of the three finalists were available on the streaming service, Hoopla, this year so the wait times for Libby copies most likely reduced the number of overall digital checkouts.

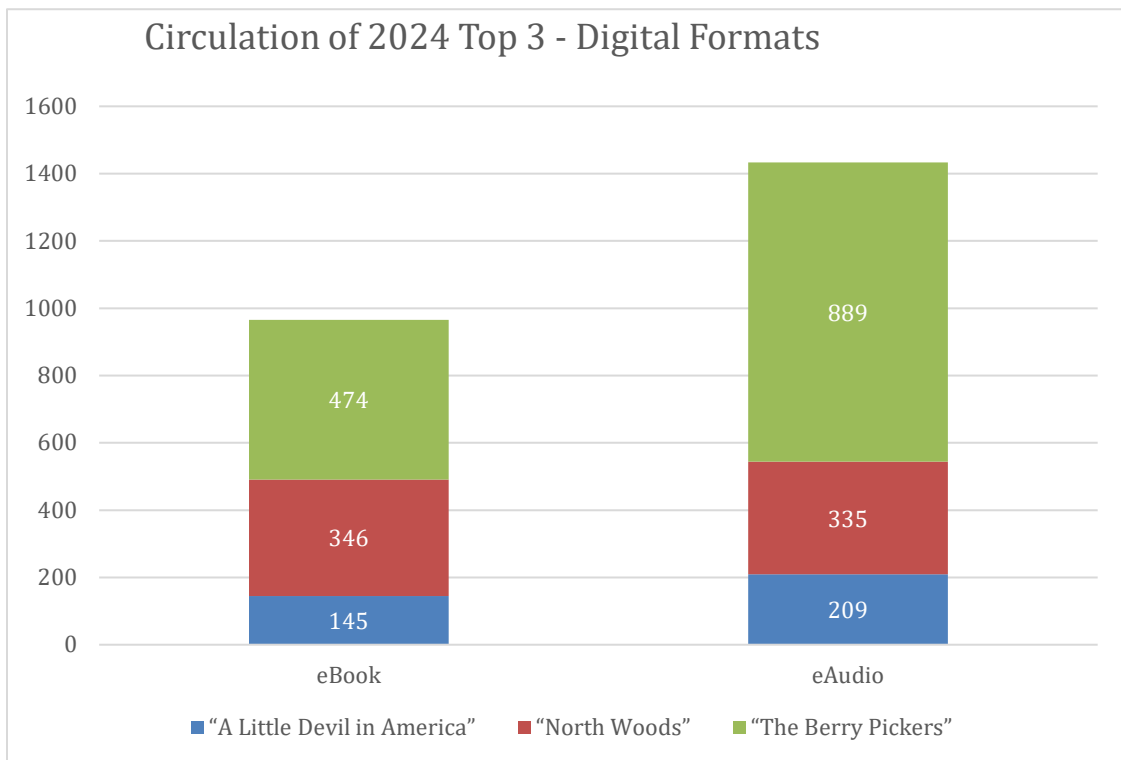
**2024-Top Three Traditional Formats \* Format not available for purchase**

TITLE	BOOKS	CD	LRG TYPE	BK CLUB	TOTAL
“A Little Devil in America”	448	*	49	30	527
“North Woods”	682	*	92	50	824
“The Berry Pickers”	860	*	112	80	1,052
<b>TOTAL</b>	<b>1,990</b>		<b>253</b>	<b>160</b>	<b>2,403</b>



### 2024-Top Three Digital Formats

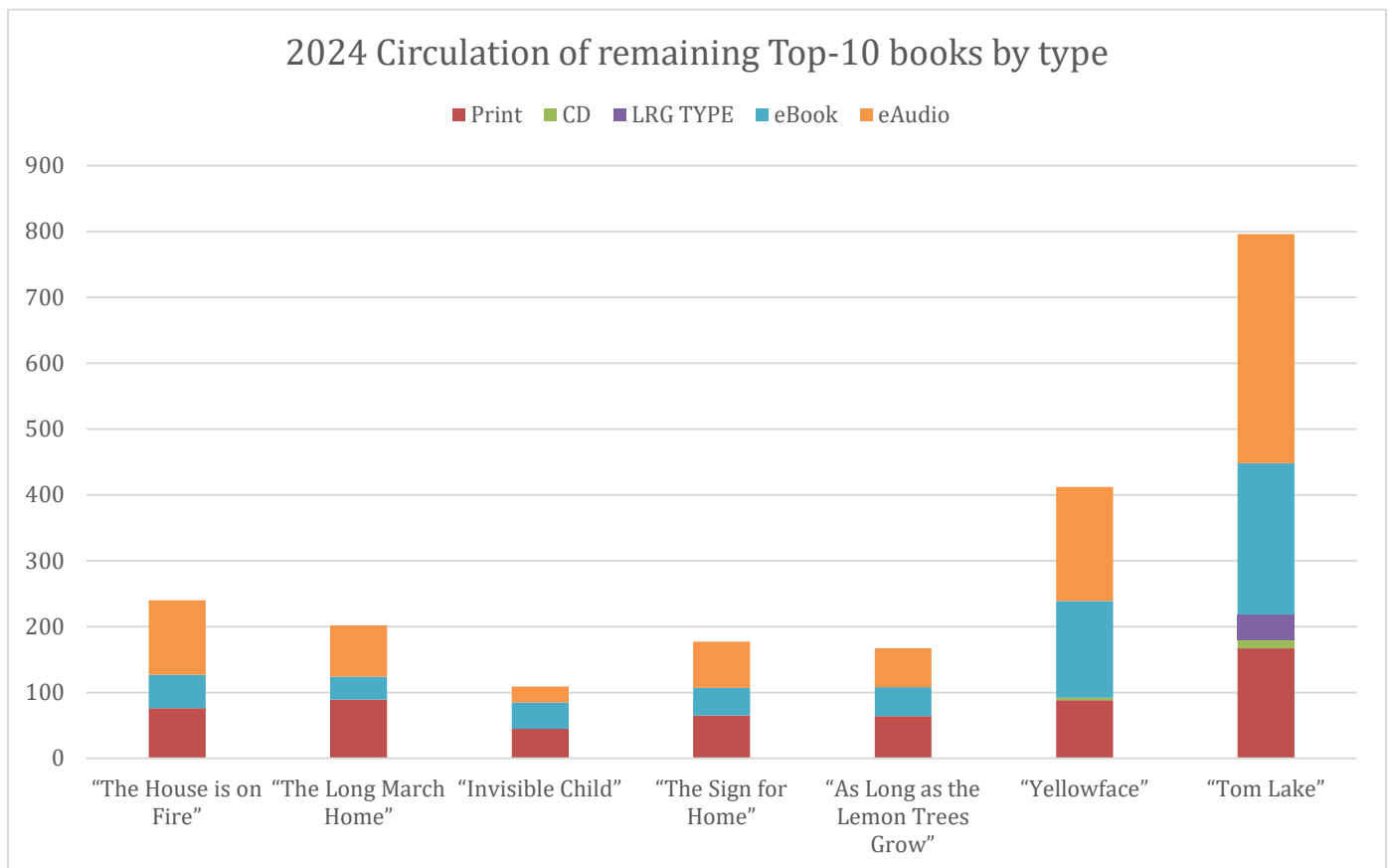
TITLE	eBook	eAudio	TOTAL
“A Little Devil in America”	145	209	354
“North Woods”	346	335	681
“The Berry Pickers”	474	889	1,363
<b>TOTAL</b>	<b>965</b>	<b>1,433</b>	<b>2,398</b>



**2024-Top Ten**

\* Format not available for purchase

TITLE	Print	CD	LRG TYPE	eBook	eAudio	TOTAL
"The House is on Fire"	76			51	113	240
"The Long March Home"	89	*	*	35	78	202
"Invisible Child"	45	*	*	40	24	109
"The Sign for Home"	65	*	*	42	70	177
"As Long as the Lemon Trees Grow"	64	*	*	44	59	167
"Yellowface"	88	4	*	147	173	412
"Tom Lake"	167	12	39	230	348	796
<b>TOTAL</b>	<b>594</b>	<b>16</b>	<b>39</b>	<b>589</b>	<b>865</b>	<b>2,103</b>



**2023-Top Three**

\* Format not available for purchase

TITLE	BOOKS	CD	LRG TYPE	eBook	eAudio	BK CLUB	TOTAL
"Demon Copperhead"	924	37	91	407	409	80	1,948
"Four Treasures of the Sky"	781	*	86	156	152	70	1,245
"Remarkably Bright Creatures"	1,173	42	93	375	428	80	2,191
<b>TOTAL</b>	<b>2,878</b>	<b>79</b>	<b>270</b>	<b>938</b>	<b>989</b>	<b>230</b>	<b>5,384</b>



## Events: Attendance –631 vs 268 in 2023

- 1. Pre-Announcement BookTalks at Bethany Program:** The sneak peek of the top ten titles chosen by the Selection Committee was held on May 24<sup>th</sup> with **17 attendees**. There were enthusiastic questions about individual titles.
- 2. Announcement: One Book One Lincoln Top Three at The Mill-Telegraph:** The Foundation for Lincoln City Libraries sponsored the event and it was hosted by The Mill-Telegraph, where approximately **250 people** gathered on the patio. Selection Committee Chair, Allysa Diehl, announced the 2024 top three finalists and the instructions for voting. The weather was beautiful and folks enjoyed drinks and conversation prior to checking out their title of choice.
- 3. Program: OBOL Top Three Booktalk (at BMPL):** Program Facilitator, Jennifer Jackson, presented a ‘spoiler free’ teaser for the final three titles as well as insights on the authors, the selection process and how each title made it to the Top Three. **3 people** attended this program.
- 4. Program: OBOL Tree Identification Scavenger Hunt (asynchronous):** To promote finalist, *North Woods*, community members were invited to pick up a form at any library location, locate local tree varieties and turn it in by August 15<sup>th</sup> to be entered to win a one-night stay at the Lied Lodge provided by The Arbor Day Foundation. **25** scavenger hunts were submitted.
- 5. Program: OBOL Movie Night-Amazing Grace with Aretha Franklin (at GERE):** Inspired by an essay in Hanif Abdurraqib’s collection, *A Little Devil in America*, we screened the 2018 documentary film that featured Aretha Franklin’s 1972 two-night performance with the New Bethel Baptist Choir. There was a brief presentation about the journey to make and release the film as well as a reading from Abdurraqib’s book. **4 people** attended this program.
- 6. Program: OBOL Top Three Booktalk (at GERE):** In an effort to reach a different area of the community, we repeated this earlier program where Facilitator, Jen Jackson, presented a ‘spoiler free’ teaser for the final three titles as well as insights on the authors, the selection process and how each title made it to the Top Three. **7 people** attended this program.
- 7. Program: Open House Celebrating OBOL Finalist North Woods with the Arbor Day Foundation (at GERE):** This event featured activities for all ages sponsored by The Arbor Day Foundation. The first 100 attendees received a free succulent, young nature lovers enjoyed coloring sheets and kid-friendly info packets. Attendees were able to visit with a professional arborist to ask questions and get advice about their own plantings. The ADF also provide free Kona Ice treats for everyone and planted a tree in honor of every attendee. **120 people** attended.
- 8. Program: One Book One Lincoln Presents-Poetry in Praise (at EIS):** Partnering with Larksong Writer’s Place for the third year in a row, this program featured local poets reading and performing their work in celebration of Top Three finalist, *A Little Devil in America* by Hanif Abdurraqib. **27 attendees**.
- 9. Program: ‘One Book One Lincoln’ Meets ‘Once Upon a Crime’ (at EIS):** This crossover event was inspired by themes prevalent in Top Three finalist, *The Berry Pickers* by Amanda Peters. OBOL Facilitator, Jen Jackson, highlighted the book *Searching for Savanna*, about the case of a murdered indigenous woman and the overall epidemic of Missing and Murdered Indigenous Women (MMIW) in the United States and Canada. **3 people** attended.

**10. Program: An Evening with Amanda Peters, author of *The Berry Pickers* (LHS Auditorium):**

Indigenous Canadian author and winner of the 2024 One Book One Lincoln Community Reading program, Amanda Peters was brought to Lincoln for a live, in-person event featuring an interview by OBOL Facilitator, Jennifer Jackson, an audience question & answer session and a book signing. Copies

for purchase and signing were made available by Francie & Finch Bookstore. **175 people** attended this event, the largest group Amanda has ever spoken to!

**Private Book Group Discussions: Participants – 174+ in 2024, 184 in 2023**

Providing a discussion facilitator for private book groups is a vital and popular aspect of the OBOL programming. Facilitators were requested for **23 separate group discussions** with **152** participants in attendance. At the time of this report, there are three more meetings on the calendar. There was a drop in the number of groups participating this year due to unfortunate health issues leading to cancelled meetings. However, we were able to reach a new audience through a request from the Grand Lodge at the Preserve, which resulted in an additional booking and future commitments. OBOL Facilitator, Jen Jackson, also had the opportunity to speak about the program in general to a Philanthropic Educational Organization (PEO) group of **22** women.

The book discussion requests included eight of the top ten titles with *The Berry Pickers* being the most requested. *The House is on Fire* was requested by two different groups. *North Woods*, *Yellowface* and *The Sign for Home* were also popular requests. In speaking to group members, it was discovered that groups, such as The Legacy Book Group, were also reading *The Long March Home* and were having the author attend their meetings.

**Promotion:**

The program overall was promoted in a variety of ways by Staff, Selection Committee and Programming Committee members. The mass media promotion was orchestrated and managed by Amy Huffman, Public Information Specialist, through television, social and print media.

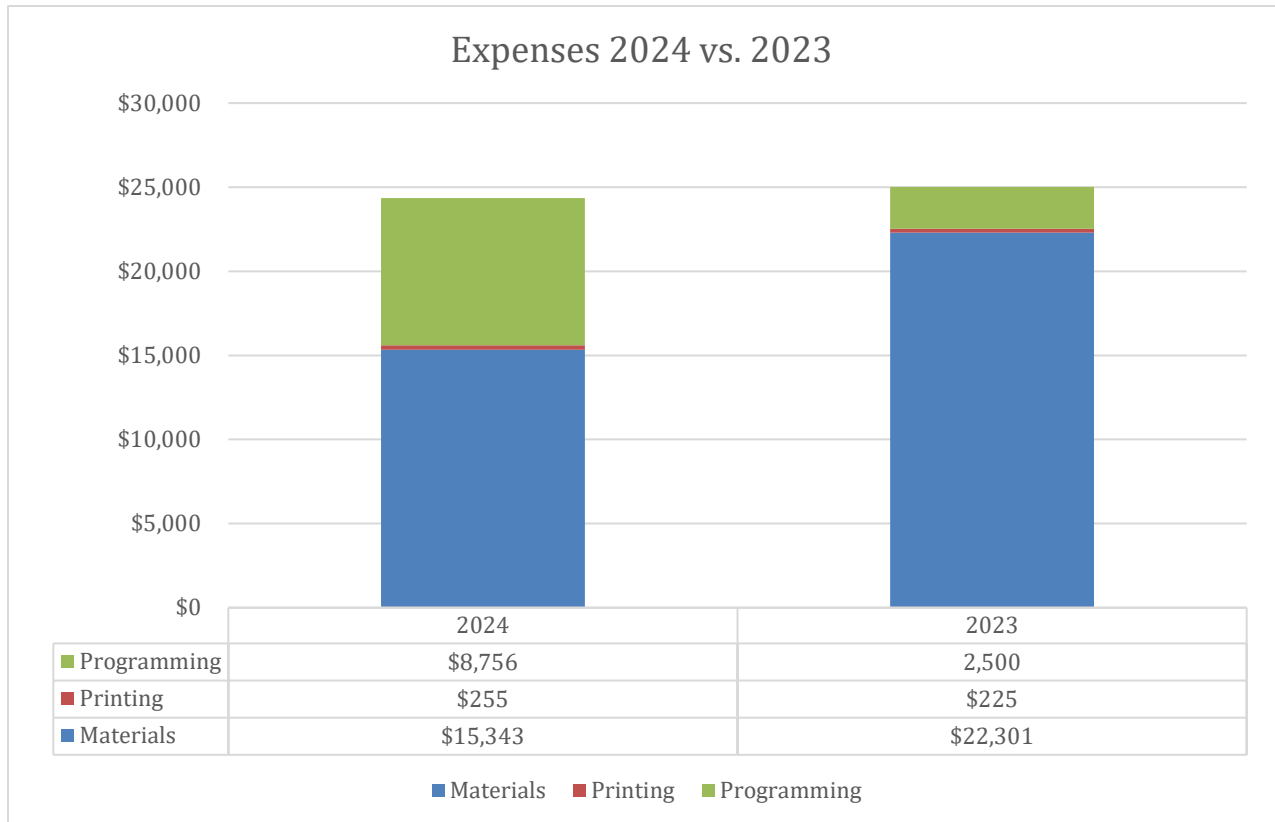
- **BookTalks:**
  - **Sneak Peak**
    - Bethany Branch, Friday May 24, 10:30-11:30 AM
- **Television Appearances:**
  - **LNKTV**
    - Pre-recorded book blurbs to announce the Top Ten week by week
      - April 26
        - 297 views on YouTube
        - 59 Interactions, 4254 Reach on Facebook
      - May 3
        - 216 views on YouTube
        - 45 Interactions, 3670 Reach on Facebook
      - May 10
        - 219 views on YouTube
        - 30 Interactions, 1991 Reach on Facebook
      - May 17
        - 317 views on YouTube
        - 36 Interactions, 5320 Reach on Facebook

- May 24
  - 367 views on YouTube
  - 55 Interactions, 3789 Reach on Facebook
- **KLKN Channel 8**
  - May 27, 2024- story on the 2024 Top Three
- **KOLN 1011 NOW**
  - **First @Four feature:**
    - May 28, 2024-Ryan W. & Allysa D.
  - **Arbor Day Foundation program:**
    - August 11, 2024
- **Radio:**
  - **Nebraska Public Radio**
    - October 11, 2024-Friday Live Extra host, Genevieve Randall, interviewed Amanda Peters on air
  - **KLIN**
    - May 28, 2024-announcement of Top Three Finalists
- **Website:**
  - **The web page for One Book One Lincoln included information on:**
    - Supporting resources for the winning title, including a link to Smithsonian Magazine about the wild blueberry harvest in Maine as well as links to information on MMIW and the Mi'kmaq people and culture.
    - Videos featuring previews of the Top Ten Finalists and catalog links to each.
    - Link to title nomination form.
    - Link to application for Selection Committee.
    - Printable list and catalog links for previous winner's archive.
- **Outreach Events**
  - Top Three Announcement on Memorial Day
  - OBOL presentation to PEO Chapter IL @ Cornhusker Bank on April 10
- **Social Media:**
  - Postings were made to the Lincoln City Libraries Facebook and social media accounts to promote the selected finalists as well as the programs and events supporting the selections.
- **Lincoln Journal Star:**
  - **Press Releases**
    - May 24-to promote Top Three announcement event
    - May 27-to announce this year Top Three
    - August 8-to announce the Arbor Day Foundation event
    - September 2-to announce this year's winner
    - September 24-to announce In-Person Author Event
  - **Features**
    - May 27-to highlight Top Three
    - September 2-to announce winning title
    - September 30-promoting Author Event

**Expenses: \$24,354 in 2024, \$25,026 in 2023**

<b>Materials</b>		<b>\$15,342.72</b>
<b>Printing</b>		<b>\$255</b>
<b>Programming</b>		<b>\$8,756.44</b>
<hr/>		
<b>TOTAL</b>		<b>\$24,354.16</b>
	FLCL Contribution	<b>-\$5,000.00</b>
	Humanities Nebraska grant	<b>-\$1,200.00</b>
	<b>Total:</b>	<b>\$18,154.16</b>

Orders were placed for regular print and large type copies to ensure 120 available copies for circulation. The cost for the print and digital versions of the Top Three were fairly even. The cost of Hoopla’s digital services has continued to negatively impact our budget, however, none of the Top Three titles were available on that platform so digital checkouts primarily come from Libby (Overdrive) which allows for easier control of spending.



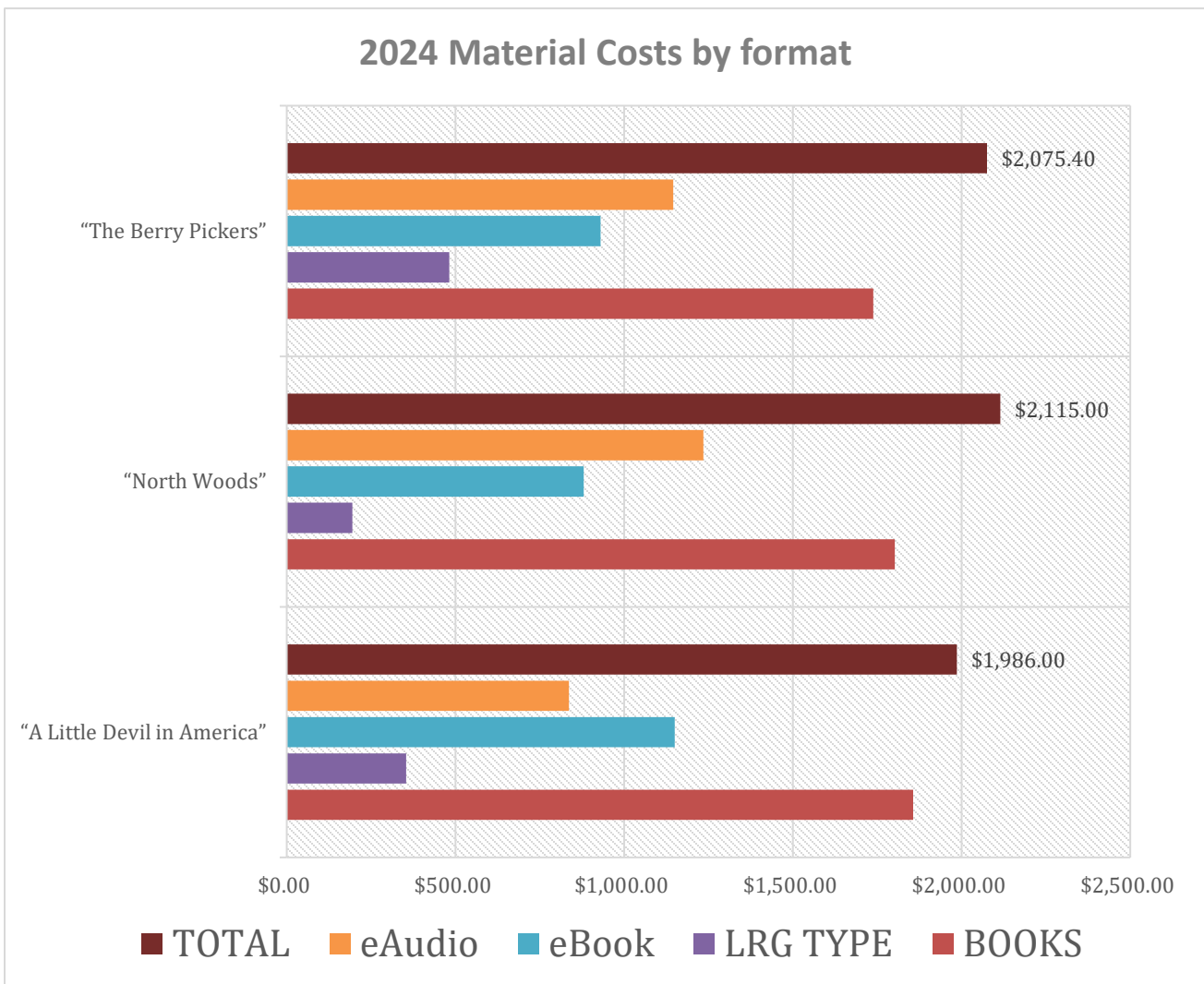
**2024-Top Three Traditional formats**

TITLE	BOOKS	CD	LRG TYPE	TOTAL
"A Little Devil in America"	\$1,856.22	*	\$353.47	\$2,209.69
"North Woods"	\$1,802.64	*	\$194.18	\$1,996.82
"The Berry Pickers"	\$1,738.26	*	\$481.69	\$2,219.95
<b>TOTAL</b>	<b>\$5,397.12</b>	<b>\$0.00</b>	<b>\$1,029.34</b>	<b>\$6,426.46</b>

### 2024-Top Three Digital formats

TITLE	eBook	eAudio	TOTAL
"A Little Devil in America"	\$1,150.00	\$836.00	\$1,986.00
"North Woods"	\$880.00	\$1,235.00	\$2,115.00
"The Berry Pickers"	\$930.00	\$1,145.40	\$2,075.40
<b>TOTAL</b>	<b>\$2,960.00</b>	<b>\$3,216.40</b>	<b>\$6,176.40</b>

### 2024 Material Costs by format



**2024- Top Ten**

TITLE	Print	eBook	eAudio	TOTAL
“The House is on Fire”	\$61.56	\$239.96	\$639.92	\$941.44
“The Long March Home”	\$64.95	\$0.00	\$436.00	\$500.95
“Invisible Child”	\$56.45	\$110.00	\$47.50	\$213.95
“The Sign for Home”	\$40.80	\$179.97	\$399.95	\$620.72
“As Long as the Lemon Trees Grow”	\$49.95	\$90.00	\$239.97	\$379.92
“Yellowface”	\$0.00	\$0.00	\$82.88	\$82.88
“Tom Lake”	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$273.71</b>	<b>\$619.93</b>	<b>\$1,846.22</b>	<b>\$2,739.86</b>

**2023-Top Three**

TITLE	BOOKS	CD	LRG TYPE	eBOOK	eAUDIO	TOTAL
“Demon Copperhead”	\$2,262.00	\$197.97	\$124.20	\$1,603.69	\$3826.21	\$8,014.07
“Four Treasures of the Sky”	\$1,548.99	\$0.00	\$316.71	\$580.00	\$999.03	\$3,444.73
“Remarkably Bright Creatures”	\$2,264.66	\$199.95	\$161.91	\$1,737.39	\$3,004.79	\$7,368.70
<b>TOTAL</b>	<b>\$6,075.65</b>	<b>\$397.92</b>	<b>\$602.82</b>	<b>\$3,921.08</b>	<b>\$7,830.03</b>	<b>\$18,827.50</b>

**Voting:**

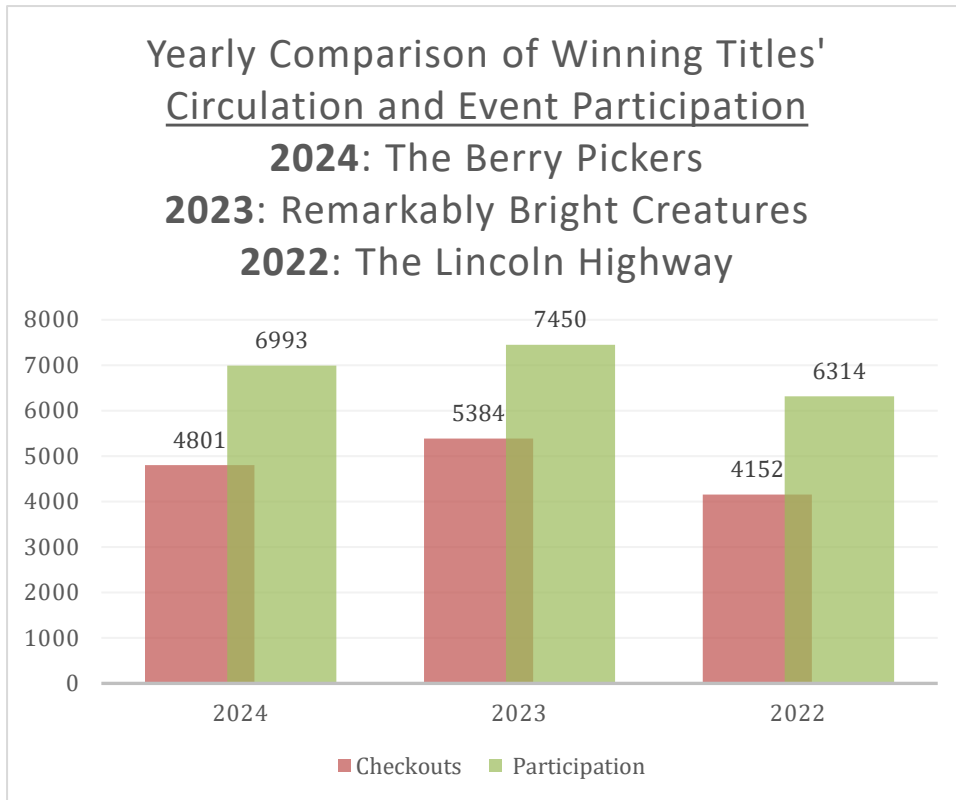
In 2024 online voting was available through the One Book One Lincoln web page. The public was invited and encouraged to vote via social media posts, word of mouth, flyers and bookmarks. This year **204** votes were cast for the following titles: *A Little Devil in America* (29 votes, 14.22%), *North Woods* (47 votes, 23.04%), and *The Berry Pickers* (129 votes, 63.24%). Amanda Peters debut novel took an early and decisive lead, culminating in a runaway victory.

**Participation: 6,993 in 2024 vs. 7,450 in 2023**

	2024	2023
Submitted nominations	133	125
Served on the Selection Committee	15	17
Attendance - Book Club discussions	152	105
Attendance – Programs (including scavenger hunt)	631	268
Checked out titles	4,801	5,384
Facebook Likes	1,057	1,120
Votes	204	431
<b>Total</b>	<b>6,993</b>	<b>7,450</b>

**Yearly Comparison: Top Three Finalists**

Year	2024	2023	2022
Title	“The Berry Pickers”-WINNER	“Remarkably Bright Creatures”-WINNER	“The Lincoln Highway”-WINNER
Checkouts	4,801	5,384	4,152
Participation	6,993	7,450	6,314



**Collaboration:**

For the third year, we collaborated with Larksong Writer’s Place to feature local poets and celebrate the finalist, *A Little Devil in America: Notes in Praise of Black Performance*. Six poets shared two of their original works with attendees. We also collaborated with The Arbor Day Foundation, who provided free succulents, Kona Ice treats and a prize package for our event celebrating *North Woods*.

## Impact:

The goal of the program is to encourage reading and dialogue by creating a community-wide reading and discussion experience. This year's three titles offered a selection consisting of two novels and a collection of essays, with the intent to appeal to readers of various ages and interests. Feedback on all three titles was collected anecdotally by staff as well as through direct comments from the voting form. Customers also weigh in on some of the Top Ten titles which allows Committee members to better understand what appeals to Lincoln readers.

- A HOM customer expressed her appreciation for *The Berry Pickers* and how it personally resonated to her. She sent this comment in a note, "I have an adopted daughter so have experienced some of the trauma."
- While at a Resource Fair, staff spoke to a woman who had recently been paroled from York Correctional Center and she relayed that another inmate's mother had sent a copy of *The Berry Pickers* to her daughter. The book was passed around and over half the prison population had read it!
- "I found *The Berry Pickers* the most readable of the three, as well as being about an important topic." -voter comment
- "This book was so well written and easy to follow!! I loved the story so much. (*North Woods* though is a VERY close second)." -voter comment
- "I really liked this novel. I only read about 60 pages of *A Little Devil in America* and just couldn't get into it. I thought *North Woods* was a difficult read and so very strange. I don't foresee many folks getting through it. *The Berry pickers* just seemed more relatable to a larger portion of Lincoln's population." -voter comment
- "The best book by far was "*The Long March Home*."" -voter comment (title not in contention to win)
- "I really enjoyed "*The Berry Pickers*," too, but "*A Little Devil in America*" was the standout favorite for me this year." -voter comment

*The Berry Pickers* was overwhelmingly the most requested title by book clubs, however, all three finalists were discussed as well as several of the Top Ten. *North Woods* received mixed reviews within individual groups, with some enjoying the historical fiction aspect of the book and some being put off by the unique style of this setting-focused tale. Only one group requested *A Little Devil in America* and again, the response was a bit mixed. However, several members who had read the title outside their book groups also provided feedback that indicated a lack a relatability to the title. *The House is on Fire* was requested by four book groups and was well received by all groups.

## Recommendations:

Although certain programs were well attended, both checkout and participation numbers were slightly down this year. Factors contributing to this decline may be, the lack of availability of some formats, the appeal of individual finalists and the inconsistent promotion across programs and activities. Our most highly attended events were bolstered by extra promotion and collaboration with a community organization. We should continue to seek these types of partnerships and be more expansive with our marketing efforts. Suggestions from the community include a One Book One Lincoln newsletter which has been a tool in the past that we should perhaps, look at updating and re-imagining as a way to reach customers who are specifically interested in OBOL news, but may not be tuned into other forms of media. We should also look at new avenues to promote the program overall, such as, podcasts, radio spots and sponsorships.



### **Steering Committee**

**Ryan Wieber, Library Director**  
**Jennifer Jackson, Librarian & Program Facilitator**  
**LeeAnn Sergeant, BMPL Public Service Coordinator**  
**Alyssa Diehl, Selection Committee Chair**

**Sarah Dale, Administrative Aide**  
**Rebecca Aracena, Support Services Manager**  
**Patty Beutler, Library Board Member**

### **Program Planning Committee**

**Jen Jackson (BMPL), OBOL  
Facilitator**

**Corey Goettsche (GERE/SO)**  
**Shannon Koch (WALT)**  
**Maddie O'Malley (EISELEY)**

**Jodi Rethmeier (NESU)**  
**Chad Salem (GERE/SO)**

### **Selection Committee**

**Alyssa Diehl, Chair**  
**Jen Jackson, Library Representative**  
**Patty Beutler, Board Representative**

**Sarah Baltensperger**  
**Michael Bandy**  
**Katie Becker**  
**Terri Dunlap**  
**Sarah Friend**  
**Tory Hall**  
**Heather Jenkins**

**Dayna Krannawitter**  
**Courtney Lyons**  
**Mark Orr**  
**Cristina Prentice**  
**Jacob Schlange**  
**Neva Winkle**

**Submitted December 17, 2024**