

# Library Board Meeting Minutes

TUESDAY, FEBRUARY 25, 2025, 8:00 a.m.

BENNETT MARTIN PUBLIC LIBRARY

LINCOLN, NEBRASKA

## BOARD MEMBERS PRESENT

Joe Shaw, Patty Beutler, Dan Sloan present. A quorum was not yet present.

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

President Shaw called the meeting to order at 8:05 a.m. and announced the Open Meetings Law and today's agenda were posted and available for review. President Shaw noted that Vice-President Ostrowicki would be late arriving, and thus those gathered would proceed with the portions of the meeting not requiring a vote until her arrival.

## PUBLIC COMMENT ON AGENDA ITEMS

No Public Comment.

## STANDING COMMITTEE REPORTS

### Committee on Administration

No Report

### Committee on Buildings and Grounds

No Report

### Committee on Technology

No Report

### Committee on Finance

Director Wieber noted that the Finance Committee met on Monday, February 24, with Hale, Bogen, Accountant Ali Larson and the Director Wieber attending. Discussion included the BVH contract status. Of the not-to-exceed amount of \$389,000, approximately \$200,000 remains unspent at this point. Work continues trying to identify the best solution for downtown. The Frye Frazey security contract was also discussed, details of which to be presented during the New Business portion of this meeting. Larson then presented an overview of Keno funds over the past ten years, which will be shared with the full Board at the March meeting.

## SPECIAL COMMITTEE REPORTS

### One Book One Lincoln

Library Coordinator, LeeAnn Sergeant reported that the Steering Committee met to review applications for open positions on the One Book One Lincoln (OBOL) Committee, and five new members were added: Theresa Arneal, Nola Derby-Bennett, PK Duncan, Sheri Pfeil and Vikki Power. Sergeant shared that 104 titles were submitted for OBOL, and the Support Services staff winnowed that list down to 64, based on the availability of materials. Audio versions continue to be a necessary option, accommodations have been made to keep the available number of titles high, including permitting titles with no Large Type edition, given that digital copies offer the readers options to enlarge the print on their devices. At the committee's first meeting on February 22, that number was reduced down to 46 titles. At the next meeting, scheduled for March 5, the committee will reduce the number further, down to 20-25 titles.

## PRESIDENT'S REPORT

President Shaw had no report.

## ASSISTANT LIBRARY DIRECTOR'S REPORT

Assistant Director Glaesemann provided a staffing update. Librarian, Claire Saathoff, will begin at Bennett Martin on March 3<sup>rd</sup>. Staff are in second round interviews for a Gere/South branch librarian. Heritage Room Curator, Deb Arenz started February 20<sup>th</sup>. An offer has been extended for the Read Aloud Librarian position. 40-hour and 20-hr vacancies Library Service Associates (LSAs) at Gere and a 20-hour LSA at Bookmobile are in preparation for posting. Office Specialist Gewecke is preparing six internship positions and four summer temporary positions for posting.

The newly formed Staff Innovation Grant is set to go live March 3<sup>rd</sup>. Staff can apply for these grants from a pool of \$10,000 of Foundation monies yearly, individually or in groups, in amounts between \$300-\$3,000 for projects that support the mission of the library. A staff committee made up of Administrators, Coordinators, Managers, LSAs and aides will decide on which projects to fund. Winners will report on their progress at mid-year, and give a final reporting of their project at Inservice in the fall. Brief discussion followed.

Vice President Ostrowicki arrived at this time. A quorum was present.

## LIBRARY DIRECTOR'S REPORT

Director Wieber noted that circulation was up 7% in January compared to 2024, with print item circulation up for the first time in months by 2%. Library visits were up 6%, youth program attendance up 18% compared to 2024; adult program attendance up 65%, and computer usage up 29%. The weather has been fair, which has likely been a contributing factor, but it also shows the effect of having positions filled, new books being ordered and prominently displayed, and more staff available to engage with customers and create programming.

Foundation for LCL Executive Director Transition Update: Foundation Board officers, President Childress and Vice President Bell, are stepping up to cover the duties vacated by McNair's retirement during the interim. Glaesemann is liaising with the Foundation volunteers. Former Board President, Dan Sloan gave an update on the interview process. No candidate has yet been chosen, the position is still open and active recruiting has begun.

Public Speaking Engagements: Director Wieber shared that he's recently spoken at both City Councilperson Duden's and Councilperson Bower's recent Town Hall meetings, and had great engagement in person and via video conference with citizens, and experienced great support from the Council members.

*At this time, President Shaw indicated that the meeting would return to scheduled items requiring a Board vote. He noted that since the November, 2024 meeting minutes require the approval of a quorum who all had attended the November meeting, that vote would again need to be postponed as only three of the currently present board members were in attendance in November.*

## APPROVAL OF AGENDA

Shaw noted that the Agenda/Meeting Notice was posted according to the Open Meetings Act of the State of Nebraska. Administrative Aide Dale noted that the Agenda contained an error to be corrected – under “5. Standing Committee Reports,” the Approval of expenditures should read “January, 2025” instead of “December, 2024.” Sloan moved for the approval of the Agenda as corrected. Beutler seconded. **ROLL CALL VOTE:** Beutler, Ostrowicki, Shaw, Sloan– AYE. Motion carried 4-0.

## APPROVAL OF NOVEMBER 19, 2024 MEETING MINUTES

Postponed until March Meeting

## APPROVAL OF JANUARY 28, 2025 MEETING MINUTES

Ostrowicki motioned approval of the minutes. Sloan seconded. There was no discussion. **ROLL CALL VOTE:** Beutler, Ostrowicki, Shaw, Sloan – AYE. Motion carried 4-0.

### Approval of Monthly Recap of Expenditures for January, 2025

Vice President Ostrowicki shared that the total Operational expenditures were \$803,915.24. Expenditures from other funds totaled \$110,675.23 for Total Expenditures of \$914,590.47. Beutler moved approval of the report. Sloan seconded. There was no discussion. **ROLL CALL VOTE:** Ostrowicki, Shaw, Sloan, Beutler – AYE. Motion carried 4-0.

## NEW BUSINESS

### Amendment of 2024-2025 Contract with Frye, Frazey for Security Services Not to Exceed \$135,000

Director Wieber explained that the original contract with Frye Frazey was signed in 2022 and includes the option for three renewals. The contract was renewed in 2023 and 2024, and the intent is to renew for 2025 today. Last year's upper limit of \$118,000 did not include the added costs for additional hours and a raise in hourly pay that were intended. This change will remedy that error. We have been very pleased with their work and the staff they provide. Ostrowicki moved approval of the amendment. Beutler seconded. **ROLL CALL VOTE:** Shaw, Sloan, Beutler, Ostrowicki – AYE. Motion carried 4-0.

### Consideration of a 2025-2026 Contract with Frye, Frazey for Security Services Not to Exceed \$145,000

Director Wieber then shared that the not-to-exceed number for the 2025-2026 fiscal year is correctly stated at \$145,000. The library will send the contract out to bid again for the 2026-2027 fiscal year. Beutler moved approval of the contract. Ostrowicki seconded. **ROLL CALL VOTE:** Shaw, Sloan, Beutler Ostrowicki – AYE. Motion carried 4-0.

### Presentation of 2023-2024 Annual Report

Director Wieber shared that the intent of publishing the Annual Report is to create a historical document that demonstrates the significant work the library does to the public, to the City government and to potential funders. It is relatively inexpensive to design and print, and serves as an important tool, directly related to the library's strategic priority of "Growing our Support." Brief discussion followed.

## PUBLIC COMMENT

There was no public comment. There being no further business, the meeting was adjourned at 8:37 a.m.