

Library Board Meeting Minutes

TUESDAY, August 20, 2024, 6:00 p.m.
GERE BRANCH LIBRARY
LINCOLN, NEBRASKA

BOARD MEMBERS PRESENT

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

CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS ACT

President Sloan 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

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

PUBLIC COMMENT ON AGENDA ITEMS

No Public Comment.

APPROVAL OF JULY 16, 2024 MEETING MINUTES

Sloan noted that the July meeting minutes had been distributed and asked for a motion to approve. Ostrowicki so moved. Beutler seconded. There was no discussion. **ROLL CALL VOTE:** Beutler, Ostrowicki, Seacrest, 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 Ostrowicki shared that expenditures from the Operational budget were \$772, 648.98, from the Heritage Room fund were \$2,626.96 and from the Polley Music Library fund were \$8,809.86, totaling \$784,088.80. Expenditures from other funds included \$10,836.50 in grants, \$157,061.19 from Keno funds and \$18,964.11 in miscellaneous library donations, totaling \$186,861.80 for Total Expenditures of

\$898,280.07. Ostrowicki moved approval of the report. Beutler seconded. Brief discussion followed.

ROLL CALL VOTE: Beutler, Ostrowicki, Seacrest, Sloan, Gerteisen – AYE. Motion carried 5-0.

Update on Year-end Projections and Media Spending

Accountant Ali Larson directed the Board’s attention to the attached reports, “FY 2023-24 Projected Expenditures” and “FY 2023-24 Estimated EOY C/O Reapprop.” She noted the estimated carryover of the projected budget surplus for expenses that stretch into the new Fiscal Year. Larson also shared information on the spending on Library Media, and Director Wieber added that changes were made to reduce downloadable costs to meet the annual budget. Because that resulted in a drop in circulation, ideas are being explored to use other funds to meet the demand. This year’s carryover will be used to fill the outstanding Request List for downloadable materials. Hale arrived at this time. Brief discussion followed.

Committee on Nominations

President Sloan shared the Committee was made up of Hale, Shaw and himself. Shaw arrived at this time. The committee is annually tasked with creating the new slate of officers for the upcoming year.

Approval of Slate of Library Board Officers

The committee’s decision was to recommend Joe Shaw to President, Jackie Ostrowicki to Vice President and Lisa Hale to Treasurer. Sloan moved approval of the new slate of officers. Seacrest seconded. There was no discussion. **ROLL CALL VOTE:** Ostrowicki, Seacrest, Shaw, Sloan, Gerteisen, Hale, Beutler – AYE. Motion carried 7-0.

SPECIAL COMMITTEE REPORTS

Foundation Executive Director Report

Gail McNair reported upcoming Pop-up Book Sale at Eiseley on Saturday from 10:00 a.m.--3:00 p.m. Proceeds from the Pop-up sales as well as the Book Nooks and sales to ThriftBooks will be turned over to the Library for new material. She reported that while the cost to hold the Pop-up sales is still high compared to the income, the sales are popular and growing more so, and will be continued. She also reported a resulting increase in Book Nook sales, as the public is introduced to that offering at the pop-ups. The next sale will be held on Saturday, October 26th at Gere branch library.

The annual Library Spelling Bee will be held at 6:00 p.m. on Wednesday, October 30th at Screammers. The staff and the Scarlet and Cream singers will perform. Spellers and Sponsors are welcome.

NEW BUSINESS

Approval of a Revision to “Minors in the Library” Policy

Wieber explained this revision will change the minimum age a child can be alone at LCL from six (6) years old to eight (8) years old. It was occasioned by a trend seen at some branches where some parents are either dropping off very young kids, or sending them in alone while adults wait outside. After reviewing the policies of several other library systems, the Management Team saw that the age of six was on the young end. Many systems use eight or 10 as the minimum, Omaha uses 11 years old, and the Team felt comfortable that the age of eight an appropriate age to expect youngsters to navigate the library alone, without excessive care provided by staff. Seacrest moved approval. Hale seconded. Brief discussion

followed. **ROLL CALL VOTE:** Seacrest, Shaw, Sloan, Gerteisen, Hale, Beutler, Ostrowicki – AYE. Motion carried 7-0.

Approval of a Revision to “Library Rules” Policy

Director Wieber noted, the only revision to this policy is the change in language making a minor old enough to be in the library without supervision’s age from six to eight. Hale moved approval. Seacrest seconded. There was no further discussion. **ROLL CALL VOTE:** Shaw, Sloan, Gerteisen, Hale, Beutler, Ostrowicki, Seacrest – AYE. Motion carried 7-0.

Approval of Hompes Revenue Allocation

Wieber noted that end of fiscal year is the time to assign the allocation of funds from various revenue sources. The Hompes fund is a bequest held in trust by the City, restricted for purchase of adult library materials. The requested allocation of \$30,000 is to support primarily the Heritage Room and any other adult collections needs. Seacrest moved approval. Ostrowicki seconded. There was no discussion. **ROLL CALL VOTE:** Sloan, Gerteisen, Hale, Beutler, Ostrowicki, Seacrest, Shaw – AYE. Motion carried 7-0.

Approval of Allocation of Book Sales Funds

Wieber explained this includes all funds from Book Nooks, Pop-up Sales and Thriftbooks. This motion requests the full amount of this year’s funds (\$27,060.28) be allocated to library materials for customer use. Shaw moved approval. Gerteisen seconded. There was no discussion. **ROLL CALL VOTE:** Gerteisen, Hale, Beutler, Ostrowicki, Seacrest, Shaw, Sloan – AYE. Motion carried 7-0.

Approval of Foundation Allocation

Wieber shared this is to allocate LCL’s annual Foundation distribution, totaling \$54,088.96. He recommended allocating \$10,000 to continued membership in the Urban Libraries Council – a professional association that provides staff development, \$20,000 for miscellaneous staff furnishing needs, and the remaining \$24,088.96 for programming and outreach support. Beutler moved approval. Shaw seconded. There was no discussion. **ROLL CALL VOTE:** Beutler, Ostrowicki, Seacrest, Shaw, Sloan, Gerteisen, Hale – AYE. Motion carried 7-0.

Approval of State Aid

Wieber noted LCL gets State Aid every year. He requested this year’s \$52,993.00 be split with \$22,993.00 going to the purchase of library materials, \$15,000 to technology purchase and \$15,000 for staff attendance at conferences. Hale moved approval. Gerteisen seconded. There was no discussion. **ROLL CALL VOTE:** Ostrowicki, Seacrest, Shaw, Sloan, Gerteisen, Hale, Beutler – AYE. Motion carried 7-0.

Approval of Resolution in Honor of Rhonda Seacrest’s Service

President Sloan read the following Resolution into the minutes:

WHEREAS Rhonda has served the library community diligently for the greater part of the past decade, even acting as a community volunteer in 2016 before being appointed to the Library Board in 2017,

WHEREAS Rhonda has served the Library Board on multiple committees, including Buildings and Grounds, Nominations, Bylaws, Foundation Liaison and on multiple committees revolving around the Central Library project, notably Marketing, Community involvement, and Chairing the

Central Library Position Paper committee,

WHEREAS Rhonda has focused her considerable experience, acumen and common sense on making the library a better, ever more accessible and vibrant resource for Lincoln,

WHEREAS Rhonda can ever be counted on for astute and incisive questions at critical moments,

WHEREAS Rhonda has consistently made time to actively advocate for the library, amongst her many other community endeavors and,

WHEREAS Rhonda has faithfully, generously, and with the kindest of wit worked towards fulfilling big dreams for Lincoln City Libraries,

BE IT RESOLVED that the Lincoln City Libraries Board of Trustees expresses its sincere appreciation and gratitude to Rhonda Seacrest and adopts this resolution in recognition of and in tribute to her contributions and support of the Lincoln City Libraries.

Rhonda was enthusiastically applauded, and gave brief comments. Sloan moved approval of the Resolution. Shaw seconded.

ROLL CALL VOTE: Shaw, Sloan, Gerteisen, Hale, Beutler, Ostrowicki – AYE. Seacrest abstained. Motion carried 6-0 with one abstention.

PRESIDENT'S REPORT

Sloan expressed his gratitude to Seacrest for her support and advocacy. Sloan then introduced Terri Dunlap, the newly approved Library Board member. Dunlap greeted the Board and shared her excitement to begin the work.

ASSISTANT LIBRARY DIRECTOR'S REPORT

Assistant Director Glaesemann shared that while the month after Summer Reading is often light on programming, staff continue their Outreach to the community, including storytimes at Morrill Hall and Irving Pool, National Night Out collaboration with the Air Park Community Center and Arnold Heights Pool, LPS Social Workers Resource Fair, Educare back-to-school night, Vision Youth back to school bash, six elementary school back to school nights, Ponca Tribe of Nebraska's family early literacy event, Pius X picture and locker day to sign up students and family members for LCL cards, and Legacy book club events.

She also reported on a partnership with the Cultural Centers of Lincoln, participating in the National Welcoming Week event, in an effort to bring people from all over Lincoln, immigrants and citizens, together to share stories. LCL is holding relevant events based on the themes of Welcoming Week and those will be promoted on their website. Those include storytimes, two Transparent Languages programs with Lincoln Literacy, a Lotería program at Walt, and a cultural exchange/training event at Library Staff In-service Day. She then provided a staffing update. Brief discussion followed.

LIBRARY DIRECTOR'S REPORT

Director Wieber introduced Cally O'Brien, Librarian at Gere/South Branch Libraries, and asked for a report of Summer Reading activity at Gere. O'Brien reported that despite being down three full time staff and some part time, the Summer Temps and existing staff created a good system of shared responsibility and participation. Storytime attendance was up all summer, In July over 1,700 people attended a storytime at Gere. At the final Toddler Time of the month 95 toddlers were in attendance. The total number of patrons through the door at Gere in July alone exceeded 25,000. Gere's Teen Advisory Board and 22 *Volunteers* did 387 hours of service over the summer. Gere has seen growth in Teen programs as well. South Branch also got high numbers for big events in the summer – Jeff Quinn, Magician drew 158 attendees. Staff are already gearing up for Fall programming and storytimes. A brief discussion followed.

Wieber provided an update on Strategic Planning process, which will wrap up and the final product will be posted on the website the first part of September. The first new Bimonthly Newsletter, "One More Chapter" will be delivered this week - print copies at branches and on the website. It will have a special emphasis on special programming, showing compelling infographics, and sharing other great information to tell the library's story. The new Calendar software will go live next week, giving patron the option to reserve meeting rooms and study rooms from the website. The lot adjacent to Bethany is closer to being acquired by the City, and as soon as possible the parking area will be improved for use by Bethany, and hopefully soon a green space can be added very soon for outdoor programming. We've accepted a quote for new carpet on the Bennett Martin fourth floor meeting rooms. The Local History Resource Hub opening was last weekend, City Council Chair Sandra Washington, Genealogist Judi Cook, Historians Ed Zimmer and Jim McKee all gave remarks. Wieber asked for board members to volunteer for a special panel at staff Inservice to answer staff questions. There was no discussion.

PUBLIC COMMENT

There was no public comment.

There being no further business, the meeting was adjourned at 6:58 p.m.